



Spalding Parish Church of England Day School

30th April 2024

Dear Parent/Carer

Y5MA Parent Consultation Meetings Tuesday 7th May 2024

As you will be aware from my letter prior to the Easter Break, we had rearranged the Parent Consultation Meetings to Tuesday 7th May with meetings attended by Maddie Arnold (CT) and either Emily Hill (DHT) or Charlotte Hardy (SENCo) given the recent transition as a result of Imogen Gold's maternity leave. There will be an allocated 10 minute time slot for these meetings between the following times:

Tuesday 7th May - from 12.30pm to 6.00pm

A translator will be available to those parents who speak Polish, Russian, Portuguese or Lithuanian if requested on the return slip.

Please would you return the slip attached, **by Friday 3rd May**, stating your preferred time; an allocated appointment time will then be sent home that afternoon.

Unfortunately, Charlotte Hardy is no longer available on this day due to personal reasons. If your child has any additional needs which you would like to discuss with Charlotte Hardy, our SENCo, please indicate this on the form and we will be in touch to organise an alternative time for your parent consultation appointment with Class Teacher and SENCo.

There will also be an opportunity during the day to complete our annual questionnaire; it would be greatly appreciated if you could take the time to complete this whilst here as stakeholder feedback is very important.

Thank you for your co-operation with this, I look forward to seeing you during the course of the day.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Diane Mulley'.

Diane Mulley



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Head Teacher: Diane Mulley

Head Teacher

Y5MA Parent Consultation Meetings – Tuesday 7th May 2024

Child's Name:

- **I/We will/will not** be attending the Parent Consultation Meeting.
- **I would/would not** like a translator present.
- My first language is Polish/Russian/Lithuanian.
- I would like to meet with the school SENCo **YES/NO**
- **My preferred time slot is:**

Tuesday 7 th May 2024			
12.30 – 1.00			
1.00 – 1.30		1.30 – 2.00	
2.00 – 2.30		2.30 – 3.00	
3.00 – 3.30		3.30 – 4.00	
4.00 – 4.30		4.30 – 5.00	
5.00 – 5.30		5.30 – 6.00	