



# Spalding Parish Church of England Day School

*Wholly inclusive, striving for fulfilment, empowering the flourishing of our world*

16<sup>th</sup> September 2024

Dear Parent/Carer,

## Parent Consultation Meetings

**Week beginning 23<sup>rd</sup> September and Week beginning 30<sup>th</sup> September 2024**

As you will no doubt be aware ensuring the children are happy and supporting their needs is high priority for all at SPCEDS. We recognise the part you play as parents/carers in knowing your child and their needs and as such have changed the organisation for our Parent Consultation Meetings during the Autumn term. This will hopefully allow you the opportunity to contribute further to your child's education as hopefully meeting earlier in the term will support improved outcomes and develop our working relationship. We would like all class teachers to meet with parents/carers during Term 1 and will be in touch to organise another time should the offered time not be feasible. Appointments for pupils in EYFS will be held later in the term once they have had time to settle in school.

These meetings will take place during the weeks beginning **23<sup>rd</sup> September** and **30<sup>th</sup> September**. There will be an allocated 10 minute time slot for these meetings over the course of the day. A translator may be available for certain languages (Languages in brackets - TBC) on request.

|               | <b>Monday 23<sup>rd</sup><br/>September</b> | <b>Tuesday 24<sup>th</sup><br/>September</b> | <b>Wednesday 25<sup>th</sup><br/>September</b> |                      | <b>Thursday 26<sup>th</sup><br/>September</b> | <b>Friday 27<sup>th</sup><br/>September</b> |
|---------------|---|--|--|----------------------|---|---|
| 8.45am-5.45pm |   |  | Y4LB<br>Y4SH<br>Y4SS                           | Y6AS<br>Y6EW<br>Y6KB | Y1JT<br>Y1PB                                  |   |
|               | <b>Monday 30<sup>th</sup><br/>September</b> | <b>Tuesday 1<sup>st</sup><br/>October</b>    | <b>Wednesday 2<sup>nd</sup><br/>October</b>    |                      | <b>Thursday 3<sup>rd</sup><br/>October</b>    | <b>Friday 4<sup>th</sup><br/>October</b>    |
| 8.45am-5.45pm | Y2AR<br>Y2CH                                | Y3KR<br>Y3SD<br>Y3TS                         | Y5MA<br>Y5MJ<br>Y5RW                           |                      |   |   |

**Please would you return the slip attached, by Thursday 19<sup>th</sup> September** stating your preferred time and an allocated appointment time will then be sent home. Slips will be returned on Friday 20<sup>th</sup> September to confirm timings. If you are part of the Achievement for All program a longer slot will be allocated.

Thank you for your continued support, I look forward to seeing you in school during this time.

Kind Regards,

Diane Mulley  
Head Teacher



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Head Teacher: Diane Mulley

**Spalding Parish Church of England Day School  
Parent Consultation Meetings**

**Child's Name:** ..... **Class:** .....

- I would/would not like a translator present.

My first language is : Polish / Russian / Lithuanian

- I / We will / will not be attending the Parent Consultation sessions.

**My preferred time slot on the allocated day is:**

|                 |  |               |  |
|-----------------|--|---------------|--|
| 8.45am-9.15am   |  | 1.15pm-1.45pm |  |
| 9.15am-9.45am   |  | 1.45pm-2.15pm |  |
| 9.45am-10.15am  |  | 2.15pm-2.45pm |  |
| 10.15am-10.45am |  | 2.45pm-3.15pm |  |
| 10.45am-11.15am |  | 3.15pm-3.45pm |  |
| 11.15am-11.45am |  | 3.45pm-4.15pm |  |
| 11.45am-12.15pm |  | 4.15pm-4.45pm |  |
| 12.15pm-12.45pm |  | 4.45pm-5.15pm |  |
| 12.45pm-1.15pm  |  | 5.15pm-5.45pm |  |

If your child has any additional needs which you would like to discuss, you can make an appointment to see Charlotte Hardy, SENCo, during your allocated day. Please note below your preferred time when you would like to come and see her. She will endeavour to make an appointment around the time of your request.

**Preferred Time:**

If you are unable to make an appointment on the identified day, please contact the class teacher via the relevant Year Group email address.

**Allocated Appointed (to be completed and returned by Class Teacher)**

**Year 4 and Year 6:** Wednesday 25<sup>th</sup> September  
**Year 1:** Thursday 26<sup>th</sup> September  
**Year 2:** Monday 30<sup>th</sup> September  
**Year 3 and Year 5:** Tuesday 1<sup>st</sup> October

**Time:**