



Latchingdon C of E Primary School
The Street, Latchingdon
Chelmsford, Essex CM3 6JS
Telephone 01621 740328



AIM HIGH TO BE THE BEST

28th September 2020

Dear Parents/Carers

PARENTS' TELEPHONE MEETINGS

Teachers will be holding meetings by telephone to talk about the curriculum to be covered and general classroom expectations. We would encourage all parents to book a telephone meeting as this will help you to support your child over the coming year.

Dates of the meetings and times are listed below. These meetings will be held via a telephone call which should last approximately 10 minutes (please allow 10 minutes either side of your confirmed appointment – we will do our best to keep to times)

Year 4/5	Miss Mallett	Monday 5 th October between 3.30pm & 6pm Monday 12 th October between 3.30pm & 6pm
EYFS/1	Mrs Strathern	Tuesday 6 th October between 3.30pm & 6pm Tuesday 13 th October between 3.30pm & 6pm
Year 3	Miss Taylor	Wednesday 7 th October between 3.30pm & 6pm Wednesday 14 th October between 3.30pm & 6pm
Year 1/2	Miss Burrows	Thursday 8 th October between 3.30pm & 6pm Thursday 15 th October between 3.30pm & 6pm
Year 5/6	Mrs Kemp	Friday 9 th October between 3.30pm & 6pm Friday 16 th October between 3.30pm & 6pm

Please complete and return the attached slip confirming your preferred **date** for your telephone meeting and the **best** telephone number to be contacted on.

Thank you for your co-operation in this matter.

Yours sincerely

Miss Amery
Head Teacher