



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



AIM HIGH TO BE THE BEST

21st September 2021

Dear Parents

PARENTS' EVENINGS

There is an opportunity for you to discuss your child's progress with their class teacher on the evenings of:

- Thursday 14th October 2021 3.30 pm – 6 pm**
- Thursday 21st October 2021 3.30 pm – 6 pm**

Please complete and return the slip below and we will endeavour to give you a suitable appointment. Meetings will take place in the school hall and as this is a face to face appointment we would request that you take a lateral flow test before attending. Please do not attend if you have any covid symptoms.

Please can you make alternative arrangements for all children as we do not have facilities for their care on these occasions, and it is inappropriate for them to be with you during consultations.

Yours sincerely,

**Mrs Kemp
 Headteacher**

PARENTS' EVENINGS

Please tick the evening you require.

- Thursday 14th October 2021 3.30 pm – 6 pm**
- Thursday 21st October 2021 3.30 pm – 6 pm**

Signed.....

Parent/Guardian of..... class.....

Latchingdon C of E Primary School fully complies with information legislation. For the full details on how we use your personal information please click <https://latchingdonprimary.co.uk> or call 01621 740328 if you are unable to access the internet.

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