



# Eastbrook Primary Academy

Headteacher: Mr Matthew Clark

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22nd February 2024

Dear Parents and Carers

As we enter the second half of the Spring term, I am delighted to inform you that we will be holding face-to-face parent consultations on **Monday 4<sup>th</sup> March** and **Wednesday 6<sup>th</sup> March** for pupils in class **5SJ**.

This will be a great opportunity to discuss the progress your child has made and work on any relevant next steps.

**If your child is in EYFS or KS1 (Reception, Years 1 and 2), please use the sign-up sheet located outside of your child's classroom.**

If your child is in KS2 (Years 3-6), please indicate below the times and dates you are available. You will be notified of your allocated time. **Please return your slip to the class teacher.**

Yours sincerely

Mr M Clark

Parent/Teacher Consultations (please complete a response for each child)

Name of child..... Class.....

Monday 4 <sup>th</sup> March	3.30-4.30pm	4.30-5.30pm	5.30-6.00pm
Wednesday 6 <sup>th</sup> March	3.30-4.30pm	4.30-5.30pm	5.30-6.00pm

**Please circle all the times that you are available on either day and return this slip to the class teacher.**

Signed..... Parent/Carer

**Please tick and return to school by Thursday 29<sup>th</sup> February**



Manor Hall Road, Southwick, West Sussex BN42 4NF

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