



St. Michael's Catholic Primary Academy & Nursery

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Principal Mrs C. Williams

4 November 2014

Dear Parents

**Re: Autumn Term Open Evenings – Tuesday 11 November from 4.00 – 6.00 pm
Thursday 13 November from 6.00 – 8.00 pm**

During the course of these evenings you will be given the opportunity to meet with your child's teacher to discuss matters relevant to your child's education. I would be grateful if you would complete the form below so that an appointment may be made for you to see your child's teacher. Not all parents will feel that it is necessary to meet with the teacher at this stage in the school year. There will be further open evenings held during the spring and summer terms.

We should be grateful if you would put all the children from one family on one form only.

All forms must be returned by **Friday 7 November** at the latest. Thank you.

Yours sincerely

C. Williams
Principal



Let Peace Begin
with Me



Learning with Christ
as Our Guide



Praise the Lord
in Work, Play and Prayer



Let the Children
Come to Me



To Love and Serve
the Lord

Please tick as appropriate:

I would prefer an appointment on the evening of Tuesday 11 November

I would prefer an appointment on the evening of Thursday 13 November

(Please list children and teacher below)

<i>Child's Name</i>	<i>Class Teacher</i>	<i>For office use only</i>

Tuesday 11/Thursday 13

We will endeavour to accommodate your preference of evening but it may not be possible to do so in every case. Appointments will be given at 10 minute intervals.

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