

**OXHEY FIRST SCHOOL**  
*A HAPPY PLACE TO LEARN AND GROW*  
*Excellence, Teamwork, Equality, Respect*



Inspiring Excellence Together



Oxhey First School  
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Friday 29<sup>th</sup> November 2019

Dear Parents,

I am writing to inform you that we will be holding our Little Ladybirds Parents Evening on Thursday 12<sup>th</sup> December between 3.30 and 5.30 p.m.

This is an opportunity for parents to come along and discuss how their children have settled into our school and progressed so far. Your child will be sent home with a termly report which provides more information on their progress and attainment in the last week of term.

To book an appointment, please complete the reply slip at the bottom of this letter and return it to Mrs Christie by Wednesday 4<sup>th</sup> December. If these times are completely unsuitable please call in or telephone and speak to the class teacher as soon as possible.

Many apologies for the delay in arranging this opportunity to come in but I really wanted Mrs Christie to get to know your children and complete our autumn term assessments.

Yours sincerely,

Mrs A. Rourke

**PLEASE RETURN REPLY SLIP BY WEDNESDAY 4<sup>th</sup> DECEMBER AT THE LATEST**

*(Appointment times will be confirmed on Friday 6<sup>th</sup> December)*

Name of Child:..... in Little Ladybirds.

I/We **will/will not** be attending the Parent's Evening. I would like an appointment between:

Please tick the box which is most convenient for you.

Thursday 12 <sup>th</sup> December		
3.30 p.m. – 4.00 pm	4.00 p.m. – 4.30 pm	4.30 – 5.00pm
5.00p.m. – 5.30 pm		

