

20th November 2018

Dear parent/carer,

We would like to invite you in to meet your child's class teacher to find out how your child is doing in school.

In order to book a time to meet your child's teacher for a parent/carer consultation the following system will apply.

A member of the administration team will be at drop off or collection in the Park with timeslots available from Wednesday 21st November-Friday 23rd November. You will be able to choose a slot (x10 minutes) on the following days and times:

Date/times for slots available	Class	Teacher
Monday 3 rd December (3.50pm-5.50pm) Or Tuesday 4 th December (3.50pm-5.50pm)	1 Red 6 Blue 6 Red	Ruksana Delwar Ranjeni
Monday 3 rd December (3.50pm-5.50pm)	Nursery Red	Sancia
Tuesday 4 th December (3.50pm-5.50pm)	Reception Red	Reba/Jenifa
Wednesday 5 th December (3.50pm-5.50pm) Or Thursday 6 ^h December (3.50pm-5.50pm)	2 Red 2 Blue 3 Red	Morgan Fran Kris
Monday 10 th December (3.50pm-5.50pm) Or Wednesday 12 th December (3.50pm-5.50pm)	4 Red 4 Blue 5 Red 5 Blue	Tahreena Sonia Farzana Sophie

If you do not see us at the Park or are unable to come to drop off or collection, please telephone the administration team on 020 8980 2414 to book a suitable timeslot.

Please sign up by Tuesday 27th November.

Yours faithfully



Janet Baker
Principal

Principal: **Janet Baker**

11 Solebay Street, London E1 4PW

t: 020 8980 2414

e: info@solebayacademy.org

www.solebayacademy.org