



Tunstead Primary School  
Market Street  
Tunstead  
Norfolk  
NR12 8AH  
01603 737395

Friday 6<sup>th</sup> October

Dear Parents,

[Autumn Term 2023 Parent/Teacher Consultation Meetings](#)

I am pleased to invite you to attend our Consultation Meetings which are held at school during the evenings of 7<sup>th</sup> and 9<sup>th</sup> November. The teachers will be available in their classrooms. We would encourage you to spend time looking through your child's work, which will be on display near their classroom, before or after the discussion with the teacher.

The consultation meeting is an ideal opportunity for teachers to discuss how your child is progressing within school and for parents to ask any questions and to share ideas for further support. It is essential parents make every effort to attend this event and we are delighted to be able to offer this opportunity to discuss your child's progress with you. If you are unable to attend please see your child's class teacher to make an alternative appointment if at all possible.

Please complete the form below indicating the preferred time slot for your meeting. We will endeavour to co-ordinate with siblings as far as possible. Whilst every effort is made to accommodate your preference, demand for certain slots can be high and it will be allocated on a first come first served basis.

Consultations will last for ten minutes but, if you have something which needs discussing in more detail, please make an alternative arrangement with the class teacher.

Please return the slip by Friday 20<sup>th</sup> October. Thank you.

Yours sincerely

Sam Birkinshaw

Deputy Headteacher



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 Norfolk  
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Parent/Teacher Consultation Meetings: Autumn Term 2023, Tuesday 7<sup>th</sup> November and Thursday 9<sup>th</sup> November

Please tick a time slot below. We have included an 'anytime' slot for those parents who have more flexibility with time.

**Tuesday 7<sup>th</sup> November**

- 3:30-4:30
- 4:30-5:30
- 5:30-6:30
- Anytime

**Thursday 9<sup>th</sup> November**

- 3:30 - 4:30
- 4:30 - 5:30
- 5:30 - 6:30
- Anytime

Child's Name ..... Class ..... Sibling in school yes / no

Parent(s) who will be attending..... Date.....