



Dear Families,

Friday 14<sup>th</sup> October 2022

### **Autumn Parents' Evening**

I am pleased to be able to welcome you on site for 'Parents' Evening' next week. We all value these meetings as an opportunity to talk to families about how the children are settling into their new classes.

All appointments will take place in the School Hall, please enter through the main door and make your way to the hall. Teachers will keep to time to limit waiting times. There will be an opportunity to look through your child's individual work and the class floor books on the day. You are welcome to stay after your appointment in order to have a better look.

If you would like to make an appointment to see our SENDCO, Tracey Burke, please email the office to arrange this. Please note, appointments are only available on Mondays.

Children are welcome to attend appointments however, we are unable to take responsibility for children who are not supervised.

Yours sincerely,

A handwritten signature in black ink that reads 'Laura Constanza'.

Laura Constanza  
Head Teacher

Headteacher: Laura Constanza  
Deputy Headteacher: Hannah Lintern

Telephone: 01278 722527  
email:office@catcottprimary.co.uk

We are committed to safeguarding and promoting the welfare of children and young people and all staff share this commitment. If you have a concern about the welfare or safety of child please speak directly to Mrs Constanza (DSL) or Miss Lintern (DDSL).

[www.catcottprimary.co.uk](http://www.catcottprimary.co.uk)

