



Executive Headteacher: Mr A Raistrick  
Head of School: Mr R Chipperfield

Surfleet Primary School  
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8<sup>th</sup> October 2018

Dear Parents/Carers

**Parent/Teacher meetings**

You are invited to attend a meeting to discuss your child's progress. The meetings will take place on **Monday 15<sup>th</sup> October and Tuesday 16<sup>th</sup> October**. The times will be from 3.00pm until 6.00pm.

Your child's books will be available to look through.

If you would like to arrange a meeting please complete the return slip below by Friday 12<sup>th</sup> October. Please make a note of your preferred day and time. We shall do our best to match requests as closely as possible. If we do not receive a slip, we will allocate a day and time ourselves.

Kind regards

*R Chipperfield*

Mr R Chipperfield  
Head of School

**Parent/Teacher meetings October 2018**

Child's Name..... Class.....

Please circle **both** your preferred date and time.

Preferred day **Monday 15<sup>th</sup> October**

Preferred time **3.00-4.30**      **4.30-6.00**      **Anytime**

Preferred day **Tuesday 16<sup>th</sup> October**

Preferred time **3.00-4.30**      **4.30-6.00**      **Anytime**

Signed.....

*Working collaboratively with Pinchbeck East CofE and Spalding Primary Schools*

