



28th September 2018

Dear Parent/Carer,

RE: Meet the Tutor: Wednesday 3rd October

On Wednesday 3rd October, we are holding our Meet the Tutor evening where you will be able to meet with your child's form tutor. All of the appointments are 5 minutes long and will give you the opportunity to discuss how your child has settled in to life at Etonbury.

Appointments run from 3pm until 6:30pm and will be housed in the Junior Block. **Please enter the site via the grey gate which is in front of the Junior Block. Please do not come through the blue gates and go to Reception. There will be a member of staff and signs to direct you to the correct area.**

Once in the Junior Block, please sign in on the sheets which will be outside Mrs Lucas' room (J3).

The meetings will take place in the following rooms:

J3: Mrs Lucas (Pluto) / Miss Fletcher (Neptune)

J12: Mrs Singh (Saturn) /Mr Van Wyk (Titan)

J5: Miss Parker-Routh (Jupiter) / Mrs Prasad (Mars)

J4: Waiting area for parents of children in Saturn, Neptune, Titan and Pluto

J11: Waiting area for parents of children in Mars and Jupiter.

All of the rooms will be clearly signposted and there will also be staff around to help direct you.

For appointments during the school day, the children will remain in their normal classes and be dismissed at the end of the day as usual.

There will not be any parking on the school playground due to lessons taking place.

I look forward to seeing as many of you as possible on Wednesday 3rd October.

Yours sincerely

Mrs T Smyth
Head of Year 5

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