



Northwood Broom Academy
ESPRIT Multi Academy Trust
 Keelings Road, Northwood, Stoke-on-Trent, ST1 6QA
 Telephone: 01782 234379 Email: northwoodbroom@espritmat.org
 Executive Principal & Safeguarding Officer: Mrs S Moran
 Principal & Designated Child Protection Officer: Mrs Y Glaister



“Every child deserves to be the best they can be”

20th January 2020

Dear Parents/Carers

PARENTS’ CONSULTATION EVENING

We shall be holding a Parents’ Consultation Evening on Wednesday 12th February from 3.30pm to 6.00pm.

The purpose of the evening is to allow you to meet the staff who teach your child to discuss his/her progress and all parents are required to attend.

Please confine your conversation to **five minutes** in order to give everyone an opportunity to speak with the teacher. If a more lengthy conversation is indicated, the class teacher will arrange to meet with you at a later date.

Will you please return the reply slip to your child’s teacher by Friday 31st January. We will then send home an appointment time, which will cut down unnecessary waiting on your part.

Yours faithfully,

Y. Glaister

Mrs Y Glaister
 Academy Principal

PARENT’S CONSULTATION EVENING - Wednesday 12th February 2020

Name of child: Class:.....

If possible, I would like an appointment between:

- 3.30 pm – 4.00 pm
- 4.00 pm – 4.30 pm
- 4.30 pm – 5.00 pm
- 5.00 pm – 5.30 pm
- 5.30 pm – 6.00 pm

Please give details below of any other children you have in school.

Name: Class:

Name: Class:.....



PLEASE UPDATE THE ACADEMY OFFICE IF YOUR CONTACT DETAILS CHANGE



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