



Spring Common Academy
 American Lane
 Huntingdon
 Cambs.
 PE29 1TQ
 Head Teacher: Dr. Kim Taylor OBE
 School Telephone: 01480 377403
 office@springcommon.cambs.sch.uk
 www.springcommon.cambs.sch.uk

31 October 2018

Dear Parents/Carers

Lower School Parent/Carer's Evening – Wednesday 14 November

I am writing to invite you to attend the **Lower School Parent/Carer's Evening** on Wednesday **14 November** 2018 from 4.00pm to 7.30pm. This will be an opportunity to talk with your child's current class teacher.

I would be grateful if you would inform us what time would suit you and we will do our best to arrange this. Caroline Place (Assistant Head - Autism) will also be available during the evening. Please indicate if you would like to see either of us in addition to your child's class teacher. If you would like to request an appointment to see the Head Teacher, please contact the school.

Please return the slip below as soon as possible and we will send you an appointment time.

Yours sincerely

Julia McIntosh
 Deputy Head Teacher

Please return to your child's class teacher – your appointment time will be confirmed in the home/school diary.

I will / will not* be attending the School Parents/Carer's Evening on **Wednesday 14 November 2018**(*please delete as appropriate)

I would prefer an appointment between (please circle)

4pm – 5pm 5pm – 6pm 6pm – 7pm

I would like to see..... (name of teacher/s)

Signed..... Parent/Carer of

Print name.....

