



UFS Open Afternoons / Evenings: 21st, 22nd and 23th January 2019

We would like to invite you to meet with your child's class teacher to discuss their progress since September. To help us to arrange mutually convenient times for the meeting to take place, we would be very grateful if you would tick two time slots to show when you will be able to attend and indicate your first and second choice.

Once you have completed this form, please return it to the class teacher. They will then plan timings for appointments and provide you with a letter outlining the date and time for your appointment.

We are to run the UFS parent meetings over three days to allow greater flexibility and to minimise the likelihood of a backlog of appointments arising. Please note that allotted meeting times are normally for 10 minutes per child. If you wish to discuss your child's progress for longer than the normal time, or the days of the open evenings are not convenient for you, please contact your child's teacher via the school office.

PLEASE RETURN THE REPLY SLIP BELOW BY: Thursday 17th January 2019

 Child's Name _____ Class: Upper Foundation Stage

Please tick two time slots and indicate your 1st and 2nd preference.

For appointments on Monday 21st January please indicate your preferences below.

Time	Tick	1 st / 2 nd choice?	Time	Tick	1 st / 2 nd choice?
3:30pm – 4:00pm			4:30pm – 5:00pm		
4:00pm – 4.30pm			5:00pm – 5:30pm		
any time today					

For appointments on Tuesday 22nd January please indicate your preferences below.

Time	Tick	1 st / 2 nd choice?	Time	Tick	1 st / 2 nd choice?
3:30pm – 4:00pm			4:30pm – 5:00pm		
4:00pm – 4.30pm			5:00pm – 5:30pm		
any time today					

For appointments on Wednesday 23rd January please indicate your preferences below.

Time	Tick	1 st / 2 nd choice?	Time	Tick	1 st / 2 nd choice?
3:30pm – 4:00pm			4:30pm – 5:00pm		
4:00pm – 4.30pm			5:00pm – 5:30pm		
any time today					

Signed: _____ (Parent / Carer) Date: _____