



*Kelvedon St. Mary's  
C of E Primary Academy  
Nursery & Autism Support Centre*

DOCWRA ROAD, KELVEDON, ESSEX CO5 9DS

Tel: 01376 570411

email: [admin@kelvedonacademy.com](mailto:admin@kelvedonacademy.com)  
web site: [www.kelvedonacademy.com](http://www.kelvedonacademy.com)

Headteacher: Mr. M. D. Walsh BED (HONS) NPQH

**February 2019**

**PUPIL and PARENTS/CARERS LEARNING CONFERENCE**

Dear Parents/Carers,

Our Pupil and Parents/Carers Learning Conferences will be held on **Wednesday 6<sup>th</sup> March and Thursday 7<sup>th</sup> March.**

You will receive your child's 'one page summary' in advance with your appointment time. Parents/carers of children in years R, 1 and 2 do not have to bring their child to the conference, but you can if you choose to. Children attending will, through their 'one page summary', talk about their learning with you and their teacher and your discussions will be formed around this.

The conferences will be held centrally in the school hall as usual.

Appointments will be between 3:30pm and 7:00pm. Please try to be flexible and make yourself available for as many time slots as possible.

Please return the attached slip to your child's class teacher by Wednesday 13<sup>th</sup> February. Appointment times will go out on Tuesday 26<sup>th</sup> February.

Yours sincerely

*M Walsh*

M. Walsh  
Headteacher

**PUPIL and PARENTS/CARERS LEARNING CONFERENCE – WEDNESDAY 6<sup>th</sup> March and THURSDAY 7<sup>th</sup> March**

Name of child \_\_\_\_\_ Class **1C**

Please tick the time slot where you are available (please tick as many slots as you can)

Wednesday 6 <sup>th</sup> March	3:30 – 4:30pm	4:30 – 5:30pm	5:30 – 6:30pm	6:30 – 7:00pm
Thursday 7 <sup>th</sup> March	3:30 – 4:30pm	4:30 – 5:30pm		

Please indicate if your child has brothers or sisters in another class:

Name of child \_\_\_\_\_ Class \_\_\_\_\_ Name of child \_\_\_\_\_ Class \_\_\_\_\_

Name of child \_\_\_\_\_ Class \_\_\_\_\_ Name of child \_\_\_\_\_ Class \_\_\_\_\_

Signed \_\_\_\_\_

For class teacher use:

Name of child: \_\_\_\_\_ Class: \_\_\_\_\_ Appointment day/time: \_\_\_\_\_

