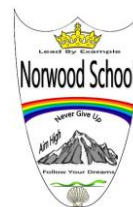


Email: [office@norwood.peterborough.sch.uk](mailto:office@norwood.peterborough.sch.uk)

Website: [www.norwood-school.co.uk](http://www.norwood-school.co.uk)

Telephone: 01733 574717

Fax: 01733 703250



**Norwood Primary School**

Gunthorpe Road

Gunthorpe

Peterborough

PE4 7DZ

Head Teacher: Mrs D Reynolds - BSc Hons QTS NPQH

*Aim High*

*Never Give Up*

*Follow Your Dream*

*Lead By Example*

Monday 29<sup>th</sup> October 2018

Dear Parent/Carer

We would like to offer you a **parent/carers and child conference**, which we trialled last year and found to be very successful. We feel that this style of meeting would be beneficial to your child, and enable you to support your child with his/her learning and revision at home.

The conferences will replace the usual consultation evening appointments (scheduled for the rest of school on the evenings of the 12<sup>th</sup> and 14<sup>th</sup> November) and be held during the school day on **Wednesday 14<sup>th</sup> November 2018**.

The conferences will last for 20 minutes and involve the class teacher, child and parent/carers.

Appointments can be made from 6pm today, **Monday 29<sup>th</sup> October 2018** and will close on **Friday 9<sup>th</sup> November at noon**. Should you wish to make any changes after this date please contact the school office.

You will receive an email from Groupcall which will contain a link to enable you to make your booking of one appointment per child.

If you need support with the process, you will be able to access an online self-help guide via the Groupcall email that will be sent to you shortly.

If you do not have access to the internet, please use the touch screen PC in the school foyer, or contact the school office who will be happy to help.

We believe that these conference style meetings are very beneficial in supporting your child's learning. Should you be unable to make this conference please contact the school office with your availability to enable the conference to be rescheduled within school hours.

Mrs Reynolds  
Head Teacher

