

Head Teacher:
Miss Churchman



Martlesham Primary Academy

Black Tiles Lane Martlesham Woodbridge IP12 4SS

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29th October 2019

Dear Parents/Carers

Parents' Evening

We have arranged two Parents' Evenings for Wednesday 6th November 3.30 – 7.00pm and Tuesday 12th November 3.30 – 5.00pm. This will provide you the opportunity to discuss your child's progress in school with their teacher.

Please complete the attached slip and return to your child's class teacher by Friday 1st November and they will allocate you an appointment.

We will have to reschedule appointments for Silver Studded Blue class at a later date.

Yours sincerely

Miss Churchman



Parents' Evening Wednesday 6th November

I would like to make an appointment during the following time slot on **Wednesday 6th November**

$$5.00 - 5.30$$
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$$6.00 - 6.30$$
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Parents' Evening Tuesday 12th November

I would like to make an appointment during the following time slot on **Tuesday 12th November**

Child's name.....

Class.....

Parent's name.....