

## **Hughenden Primary School**

Working Together, Empowering Lives, Enriching Minds

Wednesday 11<sup>th</sup> October 2017

Dear Parents,

Ref: Parents Evening - November 2017

This year Parents Evening will be held on Thursday 2<sup>nd</sup> November and Wednesday 8<sup>th</sup> November from 3:00pm – 6:30pm in the hall. Bookings can be made via our eschools online platform. You will be able to access the booking facility from Monday 16<sup>th</sup> October.

The deadline for booking a time slot is Thursday 26<sup>th</sup> October at 9am. Unfortunately we cannot accept any further bookings after this time. This is to allow teachers sufficient time to prepare.

Please note that these appointments are for 10 minutes only. If you have any specific concerns, please call the school office to book a mutually convenient time to talk.

If you have any queries or have forgotten your eschools log in details, please contact the school office.

**Yours Sincerely** 

Sarah Leighton Head Teacher

**Headteacher: Mrs Sarah Leighton** 

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