



St Mark's C.E. Primary School

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Executive Headteacher: Mrs Clare Wright

5th March 2025

Dear Parents and Carers,

Parents Evening – Wednesday 26th March and Thursday 27th March

An email invitation will be coming out to you on Monday 10th March for you to book an appointment for Parents Evening. Please note that there is a slight adjustment to timings to fit around After School Clubs.

Wednesday 26th March – 4.40pm – 7pm

Thursday 27th March – 3.30pm – 6.30pm

Parents Evening consultations are an excellent opportunity to discuss your child's progress and how to further support them at home. We would like to invite the children in Key Stage 2 (Sapphire and Diamond classes) to join their teacher and parents at this meeting to help them make the best of the opportunities available to them and to enable a three-way conversation about what is working well and any target areas etc (***this is optional***). Please note no KS1 or Reception children are to attend Parents Evening, please make alternative childcare arrangements for any children in Ruby or Emerald Class during any appointments that you make.

The appointments are for 10 minutes each and our teachers will stick to this time to ensure no parents are kept waiting unnecessarily – a bell will be rung every 10 minutes to signal the time. We are only able to allocate one 10 minute appointment for each family. If this does not meet the needs of your family's circumstances, please talk confidentially to your child's teacher, or Mrs Watson in the office, to see if any additional appointments are available.

All parent/teacher consultations will take place in the School Hall and children's books will be available for you to look at in the library area. Please take a seat in the hall a few minutes before your appointment so that the teacher knows you are here.

With kind regards

The St. Marks Team