

# Elm Academy

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**Principal:** Mrs J Fish

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27<sup>th</sup> September 2017

Dear Parents/Carers

## **Open Evening – Thursday 12<sup>th</sup> October 2017 (Nursery, Reception & Years 1-6)**

We would like to invite you into school on Thursday 12<sup>th</sup> October in order to discuss your child's progress with their class teacher.

The session time is from 3.15 – 7.00 p.m.

Please complete the attached reply slip and return to your child's class teacher so that you can be allocated an appointment time.

Yours faithfully

Mrs J Fish

Principal

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## **Reply Slip: Open Evening – Thursday 12<sup>th</sup> October 2017**

Child's Name: ..... Class: .....

Time Preferred ..... (appointment times are 10 minute slots from 3.15pm)

Appointments will be allocated on a 'first come, first served' basis.

Signed: ..... Date: .....

