



Somerset County Council



Shepton Mallet Community Infants' School & Nursery

Waterloo Road, Shepton Mallet, BA4 5HE

Tel: 01749 342322

Email: sheptonmalletinfants@educ.somerset.gov.uk

Headteacher: Mrs Honoria Thompson

"Where Children Come First."

1st May 2019

Dear Parents/Carers

PARENTS' EVENING

We will be holding Parents' Evening to discuss your child's progress with his/her teacher, on **Wednesday 15th May 2019**

We have set aside short slots of between 5 and 10 minutes. It is important that we keep to time as other parents will be waiting. If you are unable to attend on this day please call into the office to arrange an alternative day.

To ensure that you are allocated a convenient time, please indicate on the form below **all the times which would be suitable for you** - as many as possible please. They will be allocated in the order we receive the replies and we will send you a note of your appointment time. Please indicate whether you have more than one child in school and we will arrange appointments as close together as possible to save you waiting.

Please return the tear-off slip below by Wednesday 8th May. We look forward to seeing you on 15th May.

Yours sincerely

Honoria Thompson

Honoria Thompson – Headteacher

Child's Name Class:

TIMES	WEDNESDAY 15 th May
2.30 – 3.00	
3.00 – 3.30	
3.30 – 4.00	
4.00 – 4.30	
4.30 – 5.00	
5.00 – 5.30	
5.30 – 6.00	
6.00 – 6.30	

I also have a child in class

Please complete if applicable

FOR SCHOOL USE ONLY:

YOUR APPOINTMENT WILL BE ON WEDNESDAY 15TH MAY AT PM



Web: www.sheptonmalletinfants.co.uk

VAT Registered Number: 131254412

