

ALEC REED ACADEMY

Bengarth Road, Northolt, Middlesex, UB5 5LQ
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CEO and Principal: Gary Lobbett



Friday 2nd February 2018.

Dear Parents/Carers

The nursery staff are very much looking forward to meeting with you to discuss your child's progress. The nursery consultations will be taking place earlier than the rest of the Primary Phase this term as Miss Wingfield is due to leave on maternity in the coming weeks.

The consultations will be on Monday 19th February, and Thursday 22nd March.

Arrangements for both evenings are outlined below:

- Consultation signing up sheets will be displayed outside the nursery collection door.
- A staff member from the nursery will meet parents in the primary foyer for their consultation.
- Children's work will be available for parents to look at. Trays will be clearly labelled with your child's name.
- Your child's progress so far this year and next steps for improvement will be discussed.

Arrangements for making appointments are outlined below:

Although we hope most parents will be able to attend one of these consultations, we do understand that it is not always possible. In such circumstances please arrange an alternative appointment with one of the nursery staff.

The whole school agreement signed by parents indicates your commitment to attend parent consultation meetings.

We look forward to welcoming you to the meeting. Please do not hesitate to contact the Primary office if you have any queries.

Yours sincerely,

Mrs J. Tayub
Head of Primary Phase

'The Collins PIXL Award for Outstanding Progress' National Award Winners 2014

