

Carleton Park J & I School Moxon Close Pontefract West Yorkshire WF8 3PT T: 01977 722615 W: carletonpark.patrust.org.uk E: admin@carletonpark.patrust.org.uk

20<sup>th</sup> September 2023

## Meet the Teacher

Dear parents/carers

On Tuesday 26<sup>th</sup> September you will have the opportunity to meet with your child's class teacher. Two time slots will be available from 3:20 pm to 3:50 pm or 4:00 pm to 4:30 pm which will give you the opportunity to visit other classes if you have more than one child in school. This is a valuable time for you to get to know the teacher and classroom expectations.

For parents of children with Special Educational Needs and Disabilities (SEND), we have allocated a dedicated session from 5:00 pm to 6:00 pm for individual discussions with the class teacher. This session is by appointment only to ensure we can focus on your child's unique requirements. Please see your child's class teacher to arrange a convenient time.

We look forward to seeing you.

Yours faithfully,

Mr J Ayre Headteacher