

14th September 2017

Dear Parent/Carer

New Parents Information Evening

After a busy start to the term, I am sure you will agree that many of our new pupils have settled in well and feel like they have been here forever.

As part of our induction arrangements, we would like to invite parents to attend a "New Parent Information Evening" on Wednesday 20th September in the school hall from 5.30-6.30pm. The meeting will be hosted by Mr P Bowers, our Headteacher, but there will also be input from a variety of middle and senior leaders covering topics including; supporting your children with literacy and numeracy, new assessment procedures, behaviour, attendance and the use of the pupil planner, extra-curricular opportunities and trips. Mrs Deas, Leader of Achievement KS2, Mrs Davison, Leader of Achievement KS3 and Mrs Connolly, SENDCO will also join parents at the end of the meeting for an opportunity to meet you personally.

We do hope you will be able to attend the meeting. To help us with seating I would appreciate parents completing the online booking form at <https://codsallms.parentseveningsystem.co.uk/>. A help sheet is on the reverse of this letter. Please book by 12.00 noon Wednesday 20th September. Please note seats are limited, we would appreciate parents only, if this is possible. The library is an area where pupils could wait **if necessary**.

Could I politely request that parents attending the meeting by car; **do not enter** the car park before 4.30pm, after clubs have finished. At this point we will open the playground gates and use it as additional parking. Please observe the 5mph speed limit to ensure our children's safety.

Yours sincerely

Mrs P Baker
Deputy Headteacher

