



## Park Lane Primary & Nursery School

Executive Headteacher: Rob Litten

Executive Deputy Headteacher: Rachel Bains

January 2019

Dear Parent/Carer,

**Reception – Year 6 Parents Evening  
Tuesday 26<sup>th</sup> February and Wednesday 27<sup>th</sup> February 2019**

Parent/teacher meetings will be held in school on **Tuesday 26<sup>th</sup> February and Wednesday** from 3.30pm – 6.30pm on both days.

Your child's class teacher will be available for a 10 minute confidential appointment. **You must book an online appointment. Please note there will be no open session on either day.**

**Foxes parents - Mrs Porter will be available on both days**  
**N3 parents - Mrs Chisholm will be available on Wednesday ONLY from 3.30pm – 5.30pm**  
**Mr Adams will be available on Tuesday ONLY from 3.30pm – 6.30pm**

**Appointments can be made from Thursday 31st January and will close at 4.00pm on Monday 25<sup>th</sup> February.** Should you wish to make any changes after this, please contact the school office.

Please visit [www.theparklane.parentseveningsystem.co.uk](http://www.theparklane.parentseveningsystem.co.uk) to book your appointments and log in with the following information:

**Student's First Name**  
**Student's Surname**  
**Date of Birth**

If you have any problems booking your session online, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely,

Mr R Litten  
Executive Headteacher



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