



Downton Church of England VA Primary School

Gravel Close, Downton, Salisbury, Wiltshire SP5 3LZ

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Headteacher: Mrs Paula Carlton BA (Hons) QTS NPQH

Acting Deputy Headteacher: Mrs M Ford BA (Hons)



Thursday 15th September 2022

Parents' Evening Monday 26th September and Thursday 29th September Year 1 – Year 6

Dear Parents and Carers,

At this time of year we feel it is important that you have time to meet with your child's new class teacher(s) and for you to be able to discuss how they have settled in to their new year group.

All class teachers will be available from **3:30pm – 6:00pm** on **Monday 26th September** and **Thursday 29th September** with the exception of Reception classes who will host their parents' evening on Wednesday 12th October at 1:30pm to give these children more time to settle, more information about this will be sent out nearer the time.

These important ten minute meetings will be held in your child's classroom. Please book your appointment using this link: <https://downtonpri.schoolcloud.co.uk/> The booking system can also be accessed via the 'Useful Links' section of the School Gateway app.

Once you have booked your slot, please keep a note of the time you have selected and arrive ten minutes before so that you have an opportunity to look at your child's books. Entrance to school will be via the main front entrance. The doors will open at 3:30pm. Appointments will need to stick strictly to the ten minutes allotted time so that these do not overrun for other families.

We appreciate your co-operation in making time to attend this important meeting on the set dates above. If for any reason you are unable to make the dates given, please let us know.

Yours sincerely,

Paula Carlton
Headteacher

