

Water Primary School

Happiness, Health & Opportunity

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Headteacher: Miss E. McKay

13th March 2026

Dear Families,



Parents' Evening Tuesday 24th March (2.00pm – 7.30pm)

We will be holding our Parent Consultations on the above date. This is a short appointment of 5 minutes to give a general indication of how your child has settled into the new school year and your child's current progress.

We are also offering parents a chance of a phone call rather than a face to face session. If this is an option you would like to choose, please indicate on the reply sheet overleaf and with a preferred time.

If you have requested a phone call, school will be open from 3:30pm, and you are still able to come and look at your child's books from this time.

- Please complete the Appointment Request Form overleaf, indicating whether you would prefer a face to face appointment or phone call, together with your preferred time slot, and return to your child's teacher.
- If you have more than one child, please put all your children on one form so that we can try to group your appointments to avoid too much waiting.
- Please remember – the more options you give us, the easier it is for us to accommodate everyone. **We cannot guarantee the time slots you request.** These will be allocated on a first come first served basis.

You will be notified of your actual appointment time soon after returning your form.

Kind regards
Miss E McKay
Headteacher





Water Primary School Parents' Evening
Tuesday 24th March 2026
Appointment Request Form

Please make appointments for me to discuss the progress of my child(ren) with their Class Teacher.

| Time Slot | Face to face appointment (Please Tick ✓) | Phone Call (Please Tick ✓) |
|-----------------------|---|-------------------------------|
| 2:00 p.m. – 3:20 p.m. | | |
| 3:40 p.m. – 4:30 p.m. | | |
| 4:30 p.m. – 5:30 p.m. | | |
| 5.30 p.m. – 6.00 p.m. | | |
| 6.00 p.m. – 6.30 p.m. | | |
| 6.30 p.m. – 7.00 p.m. | | |
| 7.00 p.m. – 7.30 p.m. | | |

| Child's Name | Class | Appointment Time |
|--------------|-------|------------------|
| 1. | | |
| 2. | | |
| 3. | | |

Please send this slip back into school with your child.

Please remember to put all children on one reply slip.

