



**Willenhall**  
Community  
Primary School

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The  
**Affinity**  
Federation

23<sup>rd</sup> January 2024

Dear Parent/Carer

### Parents evening Spring Term 2024

I would like to invite you to attend a meeting with your child's class teacher. Meetings for all classes in Years 1-6 will be taking place on **Tuesday 30<sup>th</sup> January 2024 between 15:40 and 18:30 and Wednesday 31<sup>st</sup> January 2024 between 15:40 and 16:30**. Nursery and Reception parents evenings will take place after half term. You will receive separate information regarding this.

The spring term parents' meeting offers an important opportunity to discuss how your child is progressing in their learning. You can also discuss their attendance, behaviour, attitude to learning and any concerns that you may have.

You must book your parents evening appointment using the MyChildAtSchool App. This allows you to choose your own appointment time with each of your child's teachers.

If your child has SEND and has either an EHCP, My Support Plan or an Individual Education Plan a member of staff will contact you individually to offer you a longer appointment.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely

Mrs Mclean  
Headteacher



*As individuals we are unique. Together we make a community.*

