

Thursday, 09 May 2019

Ref: JP/HW

Dear Parent/Carers

This year's open evening has been arranged for Thursday 23rd May 2019 from 4.30pm to 7.30pm. On arrival you will be given your child's Report and during the course of the evening you will have the opportunity to discuss your child's progress with the teaching and support staff concerned.

To ensure that all parents will have an equal opportunity to speak to staff, interviews will be limited to 15 minutes. Representatives of the care staff will also be present on the evening.

We realise that it is difficult for some parents to attend because of the distance, timing, or personal commitments. If you are unable to attend we will ensure that you receive the report, together with any other literature applicable to your child.

Please complete the attached reply slip and return it to the school as soon as possible. In order to ensure that the evening runs smoothly we would appreciate it if you could also give an indication of the time at which you would expect to arrive at school.

Yours sincerely



Dr J Patterson
Principal



ST VINCENT'S SCHOOL

A Specialist School for Sensory Impairment and Other Needs

I / We will / Will not be attending the Open evening on **Thursday 23rd May 2019** from 4.30pm – 7.30pm.

Signed: _____

Please print pupil's name _____

We would hope to arrive at St Vincent's at approximately _____