



## LEEN MILLS PRIMARY SCHOOL

Leen Mills Lane  
Hucknall  
Nottingham NG15 8BZ  
Head Teacher: Karen Goldson  
Tel: 0115 9536688  
Email: office@leenmills.notts.sch.uk

22<sup>nd</sup> February 2024

Dear Parent/Carer

You are invited to attend a parents' evening in school. There are two dates to choose from, **Tuesday 12<sup>th</sup> March** or **Thursday 21<sup>st</sup> March**, starting at 3.30pm, with the last appointment at 6.00 pm. The session will consist of a private interview with the teacher to discuss your child's progress and a chance to see the work your child has produced.

Interviews are by appointment only and you will find a list on your child's classroom door of the times available. Please add your name to the list as soon as you can.

**Only if it is impossible for you to get into school, please write the day and time you would like on the attached reply slip and we will confirm the exact time you have been allocated.**

Thank you.

Yours faithfully

Karen Goldson  
Head Teacher

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### Parents Evening Reply Slip

NAME OF CHILD: \_\_\_\_\_

I would like an appointment on:

Tuesday 12<sup>th</sup> March 2024 at: \_\_\_\_\_

**Or**

Thursday 21<sup>st</sup> March 2024 at: \_\_\_\_\_

*Please indicate preferred time and day*