



**Hanley St. Luke's CofE Aided Primary School**

6<sup>th</sup> July 2015

Dear Parents

**Nursery Open Evening  
Wednesday 8<sup>th</sup> July 2015 : 3.30pm – 5.00pm**

I wish to extend an invitation to you to come along to our Open Evening on the above date.

In an attempt to reduce waiting time, we are allocating parents a 5 minute interview with the relevant Key Worker. Should you require longer there will be an opportunity at the Open Evening to make an appointment for a later date.

Would you please complete the pro forma below and return it to school tomorrow 7<sup>th</sup> July. You will then be allocated a specific time for your interview.

Yours sincerely

Mr M.A. Barlow  
Headteacher

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I will/will not be attending the Open Evening.

I would like an appointment to speak to my child's key worker.

My child is ..... Class .....

Signed ..... (Parent/Guardian)

Printed .....

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Your appointment has been arranged for \_\_\_\_\_  
(Completed by Class Teacher)