

# Cheapside C. of E. Primary School

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Headteacher  
Mrs Kate Searle

20 May 2016

Dear Parents

We are writing to invite all current Foundation Stage parents to a meeting in school on **Wednesday, 21 June 2016 at 3:15pm.**

The meeting will take place in Wrens Class. Mrs Birchenough and another member of staff will be available to supervise your children whilst the meeting is taking place.

The purpose of the meeting is to share with you the class arrangements for your children for September 2016 when they will be Year 1. During the meeting we will be sharing and explaining the timetable for our Year 1 children and the staff members that will be teaching them.

We look forward to seeing as many of you as possible at the meeting and would ask that you sign and return the slip below indicating if you are able to make the meeting.

With thanks.

Yours sincerely

**Mrs C Summers and Mrs J Thomas**  
**Class Teachers**

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## Foundation Stage parents meeting – Wednesday, 21 June 2016

Name of child.....

I/we will/will not be able to attend the meeting on Wednesday, 21 June at 3:15pm.

Signed:..... Dated:.....