

Briscoe Primary School & Nursery  
Felmores End  
Pitsea  
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SS13 1PN



Heads of School  
*Mrs T Chudleigh & Mrs N Coggin*  
Executive Headteacher  
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1<sup>st</sup> February 2018

Dear Parents/Carers

**Consultation Sessions for Parents/Carers of Pupils on  
Wednesday 21st February 2018 and Thursday 22nd February 2018**

You are invited to attend a parent and carer consultation session for the Spring Term. Appointments are available between the following times:

**Wednesday 21st February from 3.30 pm to 5.00 pm  
Thursday 22nd February from 3.30 pm to 6.30 pm**

At this session you will be able to talk to your child's teacher about areas of progress made in learning and areas for further development.

Appointments are up to 10 minutes long. If you feel you need more time than is available at these sessions, you will be able to arrange a further appointment for another date with the teacher.

Parents/Carers of children in Holly 1, Holly 2, Beech, Cherry, Elm and Rowan classes should add their names to the appointment sign-up sheet in their classes. We will try to give you an appointment as near as possible to the time you would like.

Yours sincerely

Mrs T Chudleigh & Mrs N Coggin  
Heads of School

