Radcliffe Primary School
Coronation Road, Radcliffe,
Manchester, M26 3RD
0161 723 4538
www.radcliffeprimary.com
Headteacher: Mrs A.Walsh

Friday 10th October 2025

Dear Parent/Carer,

Parents' Appointments. Reception- Year 6

This term, our teachers are offering parents' evening appointments on **Wednesday 22nd October from 2pm-6pm.**
If you are unable to attend, please speak to your child's class teacher to arrange a more suitable time. Please complete the slip below to indicate your preferred time; you will be given a 5-minute appointment within the time slot that you have ticked. Teachers will do their best to accommodate your requests. Please return the slip to school by **Wednesday 15th October.**
Please note, we will not be able to provide crèche facilities this so I must ask you to leave younger children at home. If this is likely to cause you a problem, please let me know.

Mrs A Walsh

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Parents' Appointments

Child's Name: _____ Class: _____

Preferred Time on Wednesday 22nd October	**Please Tick**
2.00pm – 2.30pm	
2.30pm – 3.00pm	
3.00pm - 3.30pm	
3.30pm – 4.00pm	
4.00pm – 4.30pm	
4.30pm – 5.00pm	
5.00pm – 5.30pm	
5.30pm- 6.00pm	

If your child has any brothers or sisters in school please indicate below, this will make it easier for our staff to coordinate appointments. Thank you.

Sibling Name/s.....Class .....