



Marsh Gibbon CE School

Castle Street Marsh Gibbon, OX27 0HJ

Tel. 01869 277268

Email: office@marshgibbon.bucks.sch.uk

Website: <http://www.marshgibbonschool.co.uk>

Headteacher: Mrs Louise Metherell

January 2009

Dear Parents

CONSULTATION EVENINGS - Wednesday 11th and Thursday 12th February

This will take a the usual format for consultations and appointments will be for ten minutes duration between 3.30pm and 5.30pm and 6.30pm and 7.30pm.

By offering a choice of days and times it is hoped that every parent can be seen at a time which is suitable to their circumstances.

In order to arrange a mutually convenient time, please complete the attached slip and return to the class teacher **as soon as possible**. The class teacher numbers returns so that times are allocated on first come first served basis. **Please will you give the teachers a choice of times and/or days** as we do try to co-ordinate family wishes should you have more than one child in our school - but please bear with us, as it can be a huge juggling act!

In order not to delay other parents please try to keep to your time - and so will we! However, should ten minutes not be sufficient for your discussion, you are welcome to make another appointment with the teacher concerned, at a time convenient to you both.

I will be available both days and should you wish to speak to me feel free to either make an appointment or just pop into the Office to see if I'm there.

Please note there will be no Games & Country Dance Club nor Art Club on Thursday 12th February - for obvious reasons!

Yours sincerely

Louise Metherell

