



Sharmans Cross Junior School

Sharmans Cross Road, Solihull, West Midlands B91 1PH

Tel: 0121 705 2379

Email: office@sharmans-cross.solihull.sch.uk

Web: www.sharmans-cross.com

Twitter: @SXJS

Acting Head Teacher: Jane Ferguson

Email: s45jferguson@sharmans-cross.solihull.sch.uk

Wednesday 5th November

Dear Parents,

Re: 4KW & Parents Evening

As you know, Mrs Williams is expecting a baby and will be going on maternity leave at Christmas. I am pleased to inform you that Miss Boon will be teaching 4KW when she leaves. To ensure a smooth transition Miss Boon will be teaching some lessons before Christmas to get to know the children and she will also be attending parents evening this term to meet parents.

Mrs Williams will be running her parents evening over two nights this term. They will be on Thursday 20th November and Thursday 27th November. As this is different to the rest of the school, please could you indicate on the slip below which appointment time you require, then Mrs Williams will let you know your allocated time. Please note, you will not be able to book a time using the online system for 4KW, however this system will be available to the rest of the school. If you have siblings in the school, Mrs Williams will let you know your appointment time before the online system opens, so you can book a convenient time for your other children.

If you are unable to make any of these appointment times, please contact Mrs Williams who will be able to organise an appointment at a mutually convenient time. **Slips should be returned to school by Monday 10th November** at the latest and we will send **appointment slips home by Friday 14th November**. We look forward to seeing you in school.

Yours sincerely,

Jane Ferguson
Acting Head Teacher

Parents Evening- 4KW

Child's Name: Class: 4KW

Parent/Guardian: (please print)

Please tick the boxes to indicate convenient times to meet your child's class teacher.

	4.00-5.00pm	5.00-6.00pm
Thursday 20 th November		
Thursday 27 th November		