



25 August 2010

Dear Parents/ Guardians

We apologise for yet another letter to you, but it seems that there is some confusion regarding the assessment afternoons for small groups of students, and the parent/guardian – teacher meetings.

Please read the following notes carefully:

1. Student Assessments: These assessments will take place **in THE AFTERNOONS, (1.00 until 3.00pm) from Wednesday August 25, 2010 through to Monday August 30, 2010.**

**Please note: the children finish school at 3.00pm when they stay for the afternoon session.**

Parents/guardians were sent a class schedule with travel details relating to the assessment afternoons.

2. Parent/Guardian – teacher meetings: **Thursday 2 September 2010 and Friday 3 September have been scheduled for 10-minute meetings with parents/guardians.**

**The timeslots scheduled for these meetings, which parents/guardians were asked to pre-select were, 1 – 2pm, 2 – 3pm, 3 – 4pm, and 4 – 5pm.**

These meetings provide you as parents/guardians with a wonderful opportunity to spend some individual time with the class teacher.

We hope that this letter serves to clarify any misunderstanding.

Kind regards

Max Muller  
Head of Primary

Mandy Hodgson  
Year Level Coordinator