



Queen Eleanor's Church of England Junior School  
*An Academy in the Good Shepherd Trust\**  
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Head of School: Jo Davies  
Executive Head Teacher: Louise Johnson

Dear Parents/Carers,

14<sup>th</sup> February 2020

### **“BOOK-LOOK” EVENING – Wednesday 4<sup>th</sup> March**

Following the success of last year's "Book-Look" evening we will again be offering parents and carers an opportunity to view their child/ren's work on a separate occasion from parents evening. We would like to invite you to view their work, in your child/ren's classroom on Wednesday 4<sup>th</sup> March between 3.20pm and 7.00pm. The teachers will not be available on this day but please feel free to bring your children along to share in showing you their books and class work. **All parents and children attending the 'Book-Look' evening should come into school via the office and sign in for safeguarding and fire safety purposes.**

Parent's evening will be held on Wednesday 11<sup>th</sup> March between 1.30pm and 7.00pm, and will take place in the gym where you will have the opportunity for a one to one chat with your child/ren's teacher. As is always the case, this is not open for children to attend and we ask that you make the necessary childcare arrangements.

Further details regarding booking for parents evening will be sent on a separate letter but we would like to point out that should the above time slots not be possible, there will be a chance to re-arrange a meeting with your child's teacher on a more suitable date. There will not be the opportunity to view your child/ren's classroom or work at parent's evening. If you are unable to attend the book look evening on 4<sup>th</sup> March, your child/ren will be able to bring their books home for you to have a look should you wish.

Should you have any queries please do not hesitate to contact the school office.

Kind Regards,

Jo Davies and the QE Staff

[www.queen-eleanors.surrey.sch.uk](http://www.queen-eleanors.surrey.sch.uk)