



FAIRFIELD PRIMARY SCHOOL

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Feel Amazing In Respectful Fairfield, Inspiring and Encouraging Learning and Development

Telephone 029 2070 9035

S. Lewis,
Headteacher
Dryden Road
Penarth
Vale of Glamorgan CF64 2RT

11/05/2021

Dear Parents / Carers,

Re: Parents Evening – Summer 2021

Due to restrictions, we were unable to hold a Parents Evening during the Spring Term. Therefore, there will be **virtual Parents Meetings** on Tuesday 18th May and Wednesday 19th May.

Please select your preferred date below and indicate the best time between 3.50pm and 5.50pm, and email back before end of Friday 14th May.

You will then be allocated a meeting time (as close to your indicated time as possible) and a meeting link will be sent to your email by Monday 17th May (if you don't receive the link, please ensure you check your junk folder). Virtual meetings will take place using Teams, which you can download prior to the meeting or you can access through your web browser. You will not be allowed access to the meeting until your allocated time, so please only click on the link at the correct time.

Each appointment will be no more than 10 minutes, to ensure all parents have meetings at the allocated time.

For your information, Annual Reports will be shared with parents towards the end of the summer term.

Yours sincerely,

S. Lewis

Headteacher

Child's Name: _____ **Class:** _____

Parent's Name _____ **Email:** _____

Tick one date for a virtual meeting, and write your preferred time between 3.50pm and 5.50pm

Tuesday 18th May	
Wednesday 19th May	

Living, Working and Playing Together'

