



*St Mark's C of E Junior School  
Robert Burns Avenue  
Cheltenham  
GL51 6NU  
01242 702280*

*Headteacher: Mrs A Fitch*

*All enquiries: [admin@st-marks.gloucs.sch.uk](mailto:admin@st-marks.gloucs.sch.uk)*

*Growing together, becoming all we are created to be*

**23/02/26**

Dear Parents,

On **Wednesday 25th February from 7:30am**, you will be able to book a slot for a Parents' Evening meeting with your child's class teacher.

Parents' Evening meetings will take place on:

- **Tuesday 17th March, 3:30pm – 6:00pm**
- **Wednesday 18th March, 3:30pm – 6:00pm**

Appointments will be held in your child's classroom and will last **10 minutes**.

Bookings will close at **9:00am on Wednesday 11th March**, so please ensure you secure your appointment before this time.

You will receive your booking link via email tomorrow (**Tuesday 24<sup>th</sup> Feb**) in readiness for bookings opening on Wednesday. If you have more than one child in school, we recommend leaving at least a **10-minute gap** between appointments.

These meetings are a valuable opportunity to talk about how your child is getting on this year and discuss the next steps in their learning.

Please see the attached guidance for instructions on how to book your slot. We encourage you to book as soon as possible to avoid disappointment.

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

Yours sincerely

A handwritten signature in black ink, appearing to read 'A Fitch'.

Mrs A Fitch  
Headteacher

