



Telford Junior School

Telford Avenue, Leamington Spa, Warwickshire, CV32 7HP

RICHARD SIVITER BSC. (HONS) HEAD TEACHER

EMAIL: admin@telfordjunior.co.uk TEL: 01926 424664



November 2025

Dear Parents/Carers,

Parents/Carers' Elm Learning Reviews - Autumn Term 2025

I should like to invite you to attend a parents/carers' appointment to meet with your child's class teacher and discuss how they have settled into their new class and the early progress they have made with their learning at this stage in the school year.

Please note the choice of options below are only available for ELM parents/carers only.

Mrs Woodcock will do her best to accommodate your preferred day, but please understand that this may not always be possible, in view of the number of appointments she will be scheduling. The number of appointments also means that the length is restricted to 10 minutes. Please help Mrs Woodcock run her schedule successfully, by being mindful of the need for your meeting not overrunning.

Microsoft TEAMS meetings will be run through your child's school email account. Mrs Woodcock will send you a TEAMS invite to their email address. If you experience difficulties logging on, please email Mrs Woodcock to alert her.

We look forward to meeting with you shortly.

Kind regards,
Richard Siviter (Head Teacher)

Parents/Carers Learning Reviews - Autumn Term 2025

Name of child: _____ Class: _____

Preferred appointment day from 3.30pm to 4pm (tick box/boxes to indicate preference/availability):

10 th Nov	11 th Nov	13 th Nov	14 th Nov	17 th Nov	20 th Nov
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21 st Nov	24 th Nov	25 th Nov	26 th Nov	27 th Nov	28 th Nov
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 st Dec	4 th Dec	5 th Dec			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Preferred Meeting Format (tick box to indicate preference):

Face to Face ☐ Microsoft Teams ☐ Phone Call ☐

Please send your completed slip back into school with your child, to hand in to their class teacher.

