



Meadowfield School
Swanstreet Avenue
Sittingbourne
Kent ME10 4NL

T: 01795 477788
E: office@meadowfield.kent.sch.uk

Ms J Palmer BSc, MA, MA, NPQH
Principal

May 2023

Dear Parents/Carers

Jays Class Open Afternoon

You are invited to Jays Class Open Afternoon on **Wednesday 7th June 2023**.

The open afternoon will start at **1.30pm and end at 2.30pm**. You will have the opportunity to visit your child's class, see them at work, look at the progress they have made and meet with the staff.

Unfortunately, as space is limited, and in order to comply with Fire Safety regulations, we will need to ensure that we do not exceed the maximum number of persons allowed in the classroom, therefore places will be limited to 2 adults per child. As the open afternoon is held within the classroom, we are unable to accommodate siblings at this event, sorry. Please may we remind you that mobile phones cannot be used in school, if there is a reason that you need your mobile, please speak with the class teacher.

If you are attending the open afternoon, you can take your child home at 2.30pm but please advise the class teacher and reception. If your child travels on KCC Home/School transport, please let your transport provider know that you are taking your child.

I am certain the afternoon will be very informative and look forward to seeing you.

Yours faithfully

Peter Masaryk
Assistant Principal Explore Department

✂-----Please return to the School-----

Jays Class Open Afternoon

I **WILL / WILL NOT** be attending the Open Afternoon on **Wednesday 7th June 2023**

I **WILL / WILL NOT** be taking my child home after the open afternoon

I would like to reserve spaces (Maximum of 2 adults per child, sorry we cannot include siblings)

Child's Name

Class

Signature:

Date:

Parent/Carer Signature