

# Willow Dene School

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**Head Teacher:**

Rachel Harrison

**Deputy Head Teachers:**

Claire Barnes, Claire Bayfield, Emma Bennett,  
Katie Dooley



10<sup>th</sup> November 2025

Dear Willow Dene Parents/Carers

## Parents Evening on Wednesday 19<sup>th</sup> November 2025

You are warmly invited to attend Parents Evening on Wednesday 19<sup>th</sup> November 2025. You will have an opportunity to meet with your child's class teacher in person, on the telephone or via teams between 3.30pm – 5.00pm.

Approximately 10 minutes will be set aside for you to talk about your child's progress.

For those of you who are new to Willow Dene School, our Autumn term Parents Evening is a chance for you to ask questions and for us to talk about how your child has settled into the new school year.

Please indicate on the form attached to this letter your preferred option and time of meeting. Please return this form by Friday 14<sup>th</sup> November to your child's class teacher.

We will have representatives in the hall from our school specialist teams such as our Swim, Family Support, MOVE, Sensory Processing and Outdoor Learning Teams who can talk to you about your child and about their role.

When we have collated all the replies, your class teacher will let you know the time of your meeting.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R. T. Harrison', written in a cursive style.

Rachel Harrison  
Executive Head Teacher

**Please return to your Child's Class Teacher by Friday 14th November 2025**

**Parents Evening – Wednesday 19<sup>th</sup> November 2025 – 3:30pm – 5:00pm**

Child name \_\_\_\_\_ Class \_\_\_\_\_

Please tick which option you prefer.

In person	
Microsoft teams meeting	
Telephone meeting	

Please tick three preferred time options, the exact time allocated will be notified to you once all replies have been received.

3.30pm – 3.40pm	
3.40pm – 3.50pm	
3.50pm – 4.00pm	
4.00pm – 4.10pm	
4.10pm – 4.20pm	
4.20pm – 4.30pm	
4.30pm – 4.40pm	
4.40pm – 4.50pm	
4.50pm – 5.00pm	

Signed Parent / Carer \_\_\_\_\_ Date \_\_\_\_\_