



Peterchurch, Herefordshire HR2 0SG | 01981 550 231 | admin@fairfield.hereford.sch.uk | Head Teacher: Mrs S L Gaston

October 10, 2025

Dear Parent/Carer

Year 7 Parents/Carers Evening – 4th November 2025 4-6pm

I am writing to invite you to our **face-to-face** parents/carers evening for Year 7 which will be held at school on the above date. Please note that this is the one which has been rearranged from 21st October, due to road closures.

The appointments will be made on the on an appointment sheet which will be given to your child. They will be shown how to make appointments with teachers. There is a sample appointment sheet attached here just for your information. It might be a good idea for you to give your child an approximation of when you would like appointments made that are most convenient for you e.g. – not before 5pm, any time after 5.30pm, etc. Staff will try very hard to accommodate this but we cannot absolutely guarantee a specific time slot.

In order for staff to see as many parents as possible, appointments are 5 minutes long and we respectfully ask you to be as prompt as possible to the main school hall where the appointments will take place. If you sign in at Reception in the main house, there will be students to direct you to the Sports Hall. **Please note that some staff teach every child in the year group and therefore when making appointments, they will prioritise those students that they most feel will benefit from catching up with you.**

If you are unable to attend, please email the school office at admin@fairfield.hereford.sch.uk

Please be aware that if you are unable to attend, staff will be unable to contact you individually. This is because we will send you a report two times over the year which shows attainment, progress and effort of your child, and a full written tutor report at the end of the academic year. In addition, staff do two parent/carers evenings a year, one remotely and one face to face to give parents/carers the best opportunity to be able to attend at least one of them. All of these combine to give you an up to date and rounded view of your child's progress. Therefore, to support the work/life balance of our staff, we do not ask staff to contact parents individually unless we have a particular concern about a child - in which case staff will contact parents at any time of the year.

Yours faithfully

Ms Jayne Conway
Deputy Head

	Student:		
		Teacher	Subject
	<i>EXAMPLE</i>		
	5.20	Ms Conway	English
1	4.00		
2	4.05		
3	4.10		
4	4.15		
5	4.20		
6	4.25		
7	4.30		
8	4.35		
9	4.40		
10	4.45		
11	4.50		
12	4.55		
13	5.00		
14	5.05		
15	5.10		
16	5.15		
17	5.20		
18	5.25		
29	5.30		
20	5.35		
21	5.40		
22	5.45		
23	5.50		
24	5.55		