



Springfield Road
Leek
Staffordshire
ST13 6LQ
Tel: 01538 383558
Email: office@springfield.staffs.sch.uk
www.springfield.staffs.sch.uk
Headteacher: Sarah Latham



Manor Hall
Academy Trust

3rd May 2022

Dear Parents/Carers

Re: Class Open Evening

For the past two years we have been unable, due to COVID, to have some of our usual events in person. We all recognise that having parents/carers in school and having face to face communication is so valuable.

I would therefore like to invite you to visit your child's class and class team on Tuesday 17th May, 4pm – 5pm. This will give you an opportunity to visit their classroom and have informal discussions with your child's team.

Please complete the form below or otherwise let your child's teacher know that you will be attending.

If you would like to discuss anything more formally, please do make a time and date to speak to your child's teacher separately, or alternatively we will be holding a formal parent's evening on 5th July. I will send out more information on how to book a time after half term.

Yours sincerely

S. Latham

Headteacher
S Latham

Child's Name: _____

Class: _____

I will/will not* be attending the class open evening on 17th May, 4pm – 5pm.

Name: _____