

Summerwood Road, Isleworth, Middlesex TW7 7QB  
Telephone 020 8891 2727 020 8607 9112  
Headteacher: Ms Caroline McKay

Dear Parents / Carers,

**RE: Parent Target Setting Day – Friday 30<sup>th</sup> April**

Arrangements for the day are:

- 1. Facemasks must be worn to appointments.** Hand gel will be available in school halls.
- 2. Children DO NOT attend school on this day,** they have been set work to complete at home by their class teacher.
- 3.** All parents and children coming onto site on this day **must use the one-way system** (only entering the school site through the Key Stage One / Early Years gate)
- 4.** Children may attend school whilst you are going to your appointment. They will be cared for in Year group Crèches.  
Please drop your child in the correct rooms at least 5 minutes before your appointment time:
  - Nursery & Reception – Nursery Room
  - Year 1 & 2 – Mars Class
  - Year 3 & 4 – Apollo Class
  - Year 5 & 6 – Venus ClassSigns will be up at classroom doors to help.
- 5.** Appointments to see teachers:
  - Years Nursery, Reception, 1 & 2 – Infant Hall (**You can only access rooms from the outside of the building**)
  - Years 3, 4, 5 & 6 – Junior HallSigns will be displayed outside the hall doors to help.
- 6.** Appointments after 3pm – all children to be dropped at the Nursery Crèche.
- 7.** Children in Year 4, 5 & 6 are to attend their own appointment with you.
- 8.** Please collect your children promptly from the crèches when your appointments are finished.

We look forward to seeing you tomorrow!  
Regards

Mrs Hilton

Deputy Head Teacher