



"Inspiring a love of lifelong learning"

Headteacher: Mrs N Kelly

Deputy Headteachers: Mrs J Dunmall & Miss L Innes

Chair of Governors: Miss H O'Brien

Bury Avenue, Hayes, Middlesex, UB4 8LF T: 020 8845 1707 / 3473 e: office@charvilleacademy.org www.charvilleacademy.org

Dear Parents/Carers

25th September 2026

**CONSULTATION MEETING – AUTUMN TERM
(Nursery – Miss Sheppard's Group)**

I am writing to inform you that Parents consultation meetings will take place for your nursery child on Wednesday 7th October from 3.15 – 4.30pm. All appointments will be face to face. There will be no other dates available so please keep this date free. Nursery 15 hour children will have a 5 minute slot and 30 hour children will have a 10 minute slot.

At the consultation meeting we will discuss progress, next steps and how you can support your child at home.

Please see the Nursery staff to book your appointment. If you are more than 5 minutes late arriving at the classroom for your appointment it will not be honoured. To support you with this please allow time between appointments and to move around the building if you are booking for more than one child.

If you or your child have an allergy or medical condition that could affect your safety, please ensure you bring any necessary prescribed medication with you to the event.

Members of the Senior Leadership Team will be available on site during the evening should you wish to discuss any matters with us.

Yours sincerely

MRS N KELLY
Head Teacher

