

_____ **KOMMUNE**

Date, _____

_____ skole

_____, den _____
(sted) (dato)

Til foreldre/foresatte

FORELDERKONFERANSE

I norsk skole det er vanlig å ha minst to kontaktmøter mellom foreldre/foresatte og klasselærer.

Læreren orienterer da om elevens framgang i de forskjellige skolefagene, og om hvordan han/hun fungerer på skolen. Foreldrene kan ta opp spørsmål de har, og gi uttrykk for hvordan de opplever elevens skolegang.

Jeg vil derfor be foreldre/foresatte om å komme til skolen den _____ klokka _____.

Hvis dere ikke kan komme på møte i den oppsatte tid, da har du plikt å varsle skolen om dette minst en dag tidligere enn møtet holdes.

Med hilsen,
klassestyrer

----- klipp -----

Returneres til skolen innen _____

- Ja, vi kan møte til den avtalte tid. - Nei, dessverre kan vi ikke komme da,
men vil vi gjerne ha ny møtetid.

Hilsen,

/foreldre/foresattes underskrift/

To parents/guardians

PARENT – TEACHER MEETING

Norwegian schools normally hold two meetings each school year with the parents/guardian and the class teacher.

At these meetings the teacher informs the parents/guardian about their child's progress in the subjects they are taking at school and about how things in general are going for the child at school. The parents can ask the teacher anything they are wondering about and have the opportunity to tell the teacher how they see their child's schooling.

I would therefore like to ask _____'s
parents/guardian to come to school on _____ at
_____ o'clock for a parent- teacher meeting.

If you cannot come to the meeting on the day and/or at the time stated above, please inform the school at least one day prior to the meeting.

If we do not hear from you and you do not attend the meeting, you will forfeit the right to a new meeting.

Yours sincerely
Class teacher

_____ Clip here _____

To be returned to the school by _____

(Circle the appropriate answer)

"Yes, we can come to the meeting as stated above."

"No, unfortunately we cannot come then, but we would like to set another time."

Signature of parents/guardian _____