

17th October 2025

Dear Parents / Carers,

Re: Parents' Meetings

As we complete the first term this academic year, we want to take the opportunity to feedback and celebrate the progress your child has made since returning to school. This is an essential conversation between teacher and parent to provide both parties with a holistic view of your child. By working together, we can confidently ensure your child is doing everything possible to make sure they are happy, enjoying their experience at school and are on track to reach their potential.

In order to meet all parents, 10 minutes will be allocated for each appointment. Children are welcome to join parents at these meetings.

All parents' meetings, except 4RO and 6W, will take place on Tuesday 4th November and Thursday 6th November between 3:30pm and 6:00pm.

4RO's parents' meetings will take place on Thursday 6th November and Wednesday 12th November. 6W's parents' meetings will take place on Tuesday 4th November and Wednesday 5th November.

| Year Groups | Where to go |
|--------------------|--|
| Reception | Reception classrooms via classroom doors |
| KS1: Year 1 and 2 | Classrooms via main entrance |
| LKS2: Year 3 and 4 | Classrooms via main entrance |
| UKS2: Year 5 and 6 | Main Hall via main entrance |

Meetings will be booked via Arbor. The booking window will open at 5.00pm on Tuesday 21st October and will close at 5.00pm on Sunday 31st October. Please follow the link below for instructions on how to book your parent meeting when the window opens. Please contact the school office if you have any issues with booking an appointment.

<https://support.arbor-education.com/hc/en-us/articles/203792102-Booking-Guardian-Consultations-Parents-Evenings-on-the-Parent-Portal-or-Parent-App>

With very best wishes



Laura Warren
Headteacher

