

Responsibility**Respect****Compassion****Courage**27th January 2026

Dear Parents and Carers

PARENT CONSULTATION EVENINGS

The face to face parent consultations for you and your child are as follows:

Tuesday, 10 th February	3.30pm – 6.30pm
Thursday 12 th February	4.00pm – 7.00pm

Please enter the school via the Reception Office, 10 minutes prior to your appointment and go directly to your child's class, where you can look at your child's learning whilst waiting for your appointment.

The meeting with the teacher/s will last for 10 minutes. Please ensure that your child accompanies you to see their teacher in order for them to be part of the process of that is working well and next steps in their learning. If, during this time, it becomes clear that a more detailed discussion is required, the teacher will ask you to make another appointment on a different date. This is to ensure that they do not run late for other parents and to give you the time you need. Please note that, in order to keep to time and run effectively, teachers will be using a timer to prevent meetings from over running. We thank you in advance for your understanding.

May I request that, wherever possible, separated parents attend the same meeting. If this is not possible, the class teacher will try to arrange a separate opportunity. This may need to be on an alternative date, and I know this is a delicate issue, but your co-operation is much appreciated as we all have your child's best interests in mind.

Appointments will open from 8.00pm on Friday 30th January, to 9.00am on Friday 12th February, via your child's record in Arbor (under the heading Guardian Consultations). Access this via your Arbor App. Should you wish to make any changes after this date, please contact the School Office. We ask that all parents and carers keep to their booked time to ensure that meetings run to time.

We look forward to seeing you.

Yours sincerely

Mrs Sarah Martin
Headteacher