

**Building the bridge to success together**



Monday 22<sup>nd</sup> January 2024

**Reception to Year 6 - Parents Evening**

Dear Parents and Carers

We look forward to welcoming you into school for parents evening appointments in a couple of weeks.

Parents Evening this term will be held at both schools on the following dates;

**MONDAY 5<sup>th</sup> FEBRUARY** 3.40pm – 6.30pm at the JUNIOR school  
3.50pm – 6.30pm at the INFANT school

**WEDNESDAY 7<sup>TH</sup> FEBRUARY** 3.40pm – 6.00pm at the JUNIOR school  
3.50pm – 6.10pm at the INFANT school

- ❖ Please note that 6M and FS2Sh parents evenings will be held on Monday 5<sup>th</sup> and Tuesday 6<sup>th</sup> February
- ❖ 2H parents evening will be held after half term and further information regarding this will follow soon.

On Tuesday 23<sup>rd</sup> January we will be sending a link to your mobile phone which will take you to our online booking system to select a time that is convenient for you. Please follow these simple steps to book your slot:

1. Click the link that you receive through text to take you to the confirmation page. You will need internet access to do this.
2. Enter your child's first name to continue. If you have more than one child, any of their first names will work.
3. Next you will be taken to the booking page. This will show your children alongside all of the teachers that you can book in with.
4. Click 'Please Choose' to be shown a list of available times that you can click to book. This will even give you the option to add any notes that you might want the teacher to see before the meeting.
5. After you have entered any notes, please click 'Book this Slot' to complete your booking. When the button has turned green you know your booking has been made.
6. At any time before the Parents Evening, you can click the link on your phone to check your booking time or even un-book by clicking the green booked button.

Make sure you book your parents evening ASAP to ensure you get the best time for you and, should you require any support with this, please contact either school office.

Kind regards  
Miss L Jackson



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