



15th March 2022

## **Parents' Evening**

Dear Parents/Carers,

You are invited into school to discuss your child's progress so far, with their teacher on Tuesday 29th March 3.30pm - 6.30pm and Thursday 31st March 3.30pm - 6.30pm. These meetings are in school but if you would prefer to speak with your child's class teacher on the telephone please indicate this via a note on Bloomz when you make your appointment. We understand that some parents may still not want to/may not be able to come into school and we want to make this as easy and comfortable as possible for you.

We have set a calendar event through Bloomz so you can easily sign up to see your child's teacher at a time to suit you. You will receive an email soon inviting you to the evenings. You can click on the 'Sign Up Now' button from your email to access the sign up form. Alternatively, when you log in to Bloomz, you can access the calendar by clicking on the tabs near the top of the page. The calendar is above the 'Feed', next to the 'Updates' tab.

Meetings will be no longer than 10 minutes long. Once you have selected a time, you can set a reminder and also leave a private message to your child's teacher if you want to pass on anything beforehand. This slot is yours straight away, so you don't need to wait for further confirmation from the class teacher. If you realise after you have signed up that you can no longer make that time, you can remove your booking by clicking on 'Options' next to your time and choose another slot.

**Please note:** If you are signing up to see more than one teacher because of siblings in school, please leave enough time between your slots so they aren't back to back, to allow some time to get from one appointment to the other. This will help avoid delays for yourselves and other parents.

If you are not yet on Bloomz, you can collect a letter from the school office to sign up to Bloomz. You can also go directly to your child's class teacher to request a suitable slot with





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them but Bloomz is a much easier option and a great way for us to communicate with you.

It is really important that meetings begin promptly at the time given and they last for no more than 10 minutes. This is so that other parents are not having to wait for their slot. If you need longer to discuss your child's progress, you can, of course, book a separate meeting with your child's class teacher at any time throughout the year. In fact, if the times given for parents' evening don't suit you at all, your child's class teacher will be flexible and try to meet with you or call you at a different time.

In classes where there is more than one teacher because of job shares, we are unable to let parents request which teacher they talk to. The teachers work together and discuss the children at length so the messages will be the same.

Kind regards,

Miss Jo Sawyer

Headteacher

[j.sawyer@parkgroveprimary.co.uk](mailto:j.sawyer@parkgroveprimary.co.uk)



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