

5th October 2026

Parents' Evening October 2026

Dear Parents/Carers,

You are invited into school to discuss your child's progress so far, with their teacher on **Tuesday 20th October** between 3.40pm and 6pm and **Thursday 22nd October** between 3.40pm and 7pm. These meetings can be either held in school or via a telephone call with your child's class teacher.

How to Book via Arbor

We will continue to use the Arbor App/Portal for all bookings. The system will officially open for bookings at 7:00pm on **Wednesday 7th October**.

- Booking: Log into your Arbor account and click the consultation link to select your preferred slot.
- Siblings: If you are booking for multiple children, please leave a gap between your appointments rather than booking them back-to-back. This ensures you have enough time to move between different classrooms.
- Telephone Requests: While meetings are held in person, we can accommodate phone calls if preferred. Please click the green button during booking and write 'Telephone call requested'.

Please note that appointments are 10 minutes long to ensure all parents have the opportunity to meet with their child's teacher. If you feel you require a more in-depth discussion, please use this session for an initial update; we can then schedule a follow-up meeting for you after the half-term.

Important Reminders

- Confirmations: Please note that the system does not send an email confirmation. You can view and manage your confirmed time at any time directly within the Arbor app.
- Assistance: If you have any trouble accessing the app or need help with your booking, please contact the school office, and we will be happy to assist.
- 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

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