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Our Ref: KL/ST

5th October 2026

Dear Parent/Carer

Parent Consultations November 2026

Our parents' consultations for all Year groups will take place week beginning the 9th November.

Our face-to-face meetings will take place in School with class teachers on **Monday 9th November & Wednesday 11th November** between 3:30pm and 6.20pm.

This will be arranged as one consecutive (ten-minute) appointment per child via Arbor. Appointments will be made via the Arbor system. The booking system will go live on **Friday 9th October at 7pm** and close on **2nd November**.

Instructions to book:

- Log into Arbor
- Under Guardian consultation click 'parents evening'
  (**please be advised there is one booking per child, unless otherwise requested)**
- Click 'meeting for (child's name)'
- Select time slot
- Click 'book time slot'

Please do not try and book an appointment before the 9th October as you will not be able to. Please only book an appointment on Arbor if you would like a face-to-face appointment.

Prompt timekeeping of the ten-minute slots will be required to enable a continuous flow for teachers to speak to all parents with a scheduled slot.

If you would prefer a **telephone appointment** instead, please indicate this via this link by 2nd November and your child's class teacher will be in touch with a time.

Parent Consultations - November 2026 – Fill out form

We look forward to welcoming you into school to share your child's achievements.

If you have any queries, please don't hesitate to contact the office.

Yours faithfully

Mrs K Lee
Mrs Lee
Headteacher