
...Changing lives

Tuesday 18th October 2022

Dear Parent/Carer,

Parent Consultation Appointments – Tuesday 18th October 2022

Please find the information below to confirm the arrangements for Parents' Evening appointments today.

Parents are invited to the academy for an appointment with their child's class teacher.. Appointments are limited to 10 minutes per child in order to ensure that the class teacher can speak to every parent/carer during the allocated time. You are welcome to arrive to your appointment **5 minutes early** in order to look at your children's books together with your child. This will be outside the classroom in order to ensure privacy for the parents/carers during their appointments.

KS2 Parents

Please enter through their child's cloakroom door from the playground. Your child's books will be provided to you, and you will be given a space to sit in and look at the books until your appointment time in the classroom.

KS1 Parents

Please enter through the fire doors at the bottom end of the school. To reach these doors, walk past the Year 1 and 2 classrooms and round the rear of the building. A member of staff will be there to guide you. Your child's books will be provided to you, and you will be given a space to sit in and look at the books until your appointment time in the classroom.

EYFS Parents

Please enter through the nursery door and you will be guided to a space to look at your child's work until it is time for your appointment.

Any appointments before 3:15pm

Please note: Any appointments prior to 3:15pm will be held in the hall as children will be in their classrooms at this point. Parents will need to enter the hall through the fire doors at the front of the school building on the right-hand side. A member of staff will be available to guide you.

The hall will be open as a waiting area for parents, especially for those who have more than one child in the academy, where tea/coffee will be available for a small donation.

We look forward to seeing you all soon.

Kind Regards,

Miss Helen Prout

Head of Academy