

Monday 20th January 2020

Dear Parent/Carer,

Spring Parent/ Carer Consultation 2020

You are invited to attend the Spring Term Parent/ Carer Consultation, which will take place on Monday 3rd and Tuesday 4th February 2020 at the Junior school and Wednesday 5th and Thursday 6th February 2020 at the First School.

For the first time, parents and carers will be able to book their 10 minute time slots using the SchoolSpider APP and they will be able to do so from Monday 27th January.

However, the parents and carers of children who are Pupil Premium or SEND will need a 20 minute appointment and therefore need to have their time booked first. Therefore, we ask you to complete the attached slip and return it to school by Thursday 23rd January. Our admin team will then book your slot onto the system before it goes live on Monday 27th, where you will be able to see the time you have been allotted. If you do not return the slip in time, you will only be able to have a 10 minute appointment.



As Duty Bearers, we need to include children in matters affecting them. Therefore, the children are invited to attend the parent/ carer consultation with you. We are sure you will find bringing your child to the consultation really beneficial as it will help them understand what they have done well and what their next steps are to improve further.

It is only the SEND parents and carers appointments which are 20 minutes, all other appointments are 10 minute time slots. For the benefit of both children, and other parents and carers everyone must respect the time allocation. If you feel you need to discuss an issue further, please arrange another time to talk after the consultation evening. This is particularly important now that children are attending with their parents and carers.

To ensure staff safety, the Year 3 staff will be having their consultation evening in the main building. When entering the school through the main entrance, sign posts will be displayed so you can easily find your child's class teacher.

Yours sincerely,

Ruth Byrne Deputy Headteacher

