



Thursday 4<sup>th</sup> October 2018

Dear Parents/Carers

## **IMPORTANT: Parents Consultation Evenings – Online Appointment Booking System**

We will be holding our Parents Consultation Meetings on Wednesday 17<sup>th</sup> October 3:30-5:00pm, and Thursday 18<sup>th</sup> October 3:30-7:00pm.

The focus for this meeting will be how well your child has settled into their new year group, as well as sharing with you your child's initial targets that have been set to help them progress academically.

Appointment times will be for 10 minutes, we therefore ask that if you feel you require a longer time you can discuss this with the class teacher so that an alternative appointment can be made. If you are unable to make either of these days, please see your child's class teacher to arrange a more convenient date. Please note that there will **not** be any child care provision in school during the consultation evenings – if children are attending they **must** be supervised.

**Appointments can be made online from 10:00am this Sunday (7<sup>th</sup> October) and booking system will close on Sunday 14<sup>th</sup> October at 6:00pm.** Should you wish to make any changes after this date please contact the School Office. Please visit <https://stchadsceprimary.parenteveningsystem.co.uk> to book your appointments. You will need to log in, as a parent, with the following information:

- Your child's **LEGAL/FULL** first name (not abbreviated/short name)
- Your child's surname
- Your child's date of birth

**If you do not have access to the internet, or you are having trouble accessing the system, please contact Mrs Dixon in the School Office who will be happy to make appointments on your behalf.** We look forward to meeting with you so that together we can help your child have a successful and happy time throughout the rest of this academic year.

Yours sincerely

**MRS A A DUNN**  
Headteacher



