

Friday 30th September 2022

Drop-In & Parent / Carer Appointments – Whole School

Dear Parents and Carers,

We are writing to invite you to attend one of the next 'Drop-In' sessions and also our first Parent / Carer appointments of the new academic year!

'Drop-In' Open Sessions

As shared in previous newsletters, the first Drop In sessions of the year have been scheduled for **Monday 10th October and Thursday 13th October 2022**. These will take place, in your child's classroom, from 3.30pm until 4.15pm at the Infant School and 3.15pm until 4.00pm at the Junior School. The time frame is designed to allow parents with children on both sites to visit both schools on the same day, should they wish to do so.

Those of you that have attended before, will know that these sessions provide an excellent opportunity for you to sit with your child, look at their work, and discuss their learning so far. Please remember that your opportunity to hold a discussion with the class teacher will be at the parent appointments. The Drop-In times should be focused around the discussion with your child. These sessions are scheduled a week before parent appointments so that you are able to use the information gathered to inform the meeting that you have with the class teacher.

Please help us to plan effectively for this event by visiting the '[School Life/Event Booking](#)' page on our website, looking for the 'Parent Drop-in' link, and registering your wish to attend. You will need to choose one of the two dates indicated. As these sessions do not start until after the school day, the children will leave class as usual, and then once they are all clear a second bell will sound indicating the start of the Drop-In session. Please re-enter the building via the appropriate year group or class external door. There will be a final bell which will indicate the close of the session, and gates will remain open, so that you are able to leave school via your normal exit route.



Parent / Carer Appointments

The first Parent / Carer appointments of the year will take place on **Monday 17th and Thursday 20th October 2022** with appointments being available from 3.30pm – 6.00pm for all classes apart from 3NS. Parents & carers of children in 3NS will receive an additional letter with details of their dates & times later today. For the Autumn term, appointments will be face to face. For the Spring term, parents and carers will have the choice of booking face to face or virtual appointments. These dates allow parents and carers to visit both sites on the same evening if they so wish. You will be able to book/change your appointment online via our website. There will be no forms to fill in and return and the system will allocate places on a first come first served basis. If you do not have access to the internet/e-mail account, please let us know.

Please remember that these appointments are only ten minutes long. If you bring infant aged (or younger) children with you, we kindly ask that you take them into the classroom for the duration of the appointment. Entrance and exit will be through the main office door.

The online booking system will be available from **8.00pm on Sunday 2nd October**. To book, visit our website and click on 'School Life/Parent/Teacher Appts'.

Yours sincerely

L Wilby
Executive Headteacher

