

Tuesday 17th January 2023

Dear Parents and Carers

Parents' Evening Spring Term

We are pleased to offer parents the opportunity to meet with your child's class teacher on Wednesday 8th, Thursday 9th and Thursday 16th February (Oak class 15th February instead of 16th) from 3:30pm – 5:30pm. The purpose of the meeting is to discuss your child's progress at school. It will be an opportunity to celebrate their successes as well as discuss targets for your child to achieve this term. This is a crucial meeting so that you are fully informed about your child's progress, and we strongly encourage parents to book an appointment.

This term, we will continue to offer face to face appointments. This will also give you the opportunity to have a look at your child's books. Following feedback from our Autumn Term previous parent's evening, we will be offering a further evening and appointments will be extended to 10 minutes per meeting.

EYFS -	Wednesday 8 th February 3:30pm to 5:30pm Thursday 9 th February 3:30pm to 5:30pm Wednesday 15 th February 3:30pm to 5:30pm (Oak class only) Thursday 16 th February 3:30pm to 5:00pm (Ash and Beech class only)
Year 1 - 6	Wednesday 8 th February 3:30pm to 5:30pm Thursday 9 th February 3:30pm to 5:30pm Thursday 16 th February 3:30pm to 5:00pm

To book your child's parents' evening appointment, simply click on the link provided and follow the instructions. You will receive an email confirmation of the time slots you have booked online.

<https://parklandps.schoolcloud.co.uk/>

Please note that time slots are available on a 'first come' basis. **The booking for parents' evening opens at 4pm on Tuesday 17th January and will close on Monday 5th February at 4pm. Appointments are strictly timed to 10 minutes.**

If you require assistance with the online booking system, please speak to a member of the school office team and they will be able to help.

Yours sincerely



Mrs J Andrews