



Thursday 5th October 2023

Autumn Term Parents' Evening 2023

Dear Parents and Carers

We are pleased to offer parents the opportunity to meet with your child's class teacher on Wednesday 25th October, Thursday 26th October or Wednesday 1st November 2023 from 3:30pm to 5:50pm each day (3DR and 6HO 24th October instead of 25th October). 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. **During our parent's evening, we will also have our annual book fair, active together swimming information, Parkland pastoral team will be available and our SLT team will be sharing information on our updated PSHE approach in school.**

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.

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 Thursday 5th October and will close on Monday 23rd October at 9am. Appointments are strictly timed to 10 minutes.**

When booking an appointment, the booking system will ask for the parental information that we hold on our school systems. You will need to know the following information to book an appointment:

- Parent first and surname
- Parent email address (the one you receive school correspondence to)
- Pupil first and surname
- Pupil date of birth

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,

Mr A Hayes
Interim Headteacher