

Dear parent and carers

Parent Consultation Meeting

We will be holding parent meetings for the following year groups week.

- Bumblebee and Dragonfly classes - 27th February 2023
- Butterfly and Ladybird classes – 1st March 2023
- Year 2 – 8th March 2023
- Year 6 – 15th March 2023
- Year 1, 3, 4 and 5 will receive written reports and have their consultation in the summer term.

We will be using our online booking system for parents to book their appointment, which will become live from **18:00, 10th February** and will close at **midnight the night before the parent meeting day.**

It is very simple to use, all you need to do is **log on to your child's Scopay account and select:**

- **Parents' Evening**
- **Select the child in the relevant year group (if you have more than one child at the school)**
- **Select meeting**
- **Choose the appointment time you would like**
- **Confirm your booking (please note that you will not receive a written confirmation)**

Please note the following will need to be adhered to:

- Parent/carer to follow signs for the parent consultation on arrival and departure.
- Entry to the sports hall will be five minutes before your appointment.
- Late arrivals will miss their appointment.

Thank you for your support.

Yours faithfully



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