

St Adrians Close, Cox Green, Maidenhead, SL6 3AT
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Headteacher: Mr Tim Beavan

2nd October 2024

Dear Parents and Guardians

**PARENT CONSULTATION EVENINGS:
Tuesday 15th and Wednesday 16th October 2024 - 3:40pm to 6.30pm**

You are invited to attend a parent and teacher meeting with your child's teacher. These meetings provide an opportunity to find out how your child is getting on with their learning and progress and discuss any celebrations or concerns you or your teacher might have. Appointment times will last for ten minutes and will not run over. Please ensure that you arrive in good time to make the most of your allocated time. If you have any issues to discuss with your child's teacher which you feel will need more time, please contact the school office, who can arrange a different time to meet.

To secure an appointment, please complete the on-line parent evening form which you will find on your Arbor account. Appointments are allocated on a first come, first served basis. We do not anticipate running additional appointments for families who do not make appointments on these two days.

Online bookings will be available from 5pm on Friday 4th October until 12 noon on Friday 11th October 2024.

Reception, Year 1 and Year 2 appointments will take place in the lower school hall and Year 3 to Year 6 in the upper school hall. When you arrive at the school, please go to your child's classroom where you will be able to see your child's learning so far this academic year.

If your child is on our SEND register, you will receive their updated SEND plan prior to parent consultations.

Before you leave your appointment, please make sure you fill in our exit survey, which you can complete by scanning the QR code on the main school doors.

We look forward to seeing you as these meetings.

Yours sincerely

Mr T Beavan
Headteacher

