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Headteacher Mrs J Forshew

Learning Together to be the best we can.

Friday 26th September 2025

Dear Parents/Carers,

Our parent consultations this term will take place on various dates between **10th October 2025 and 22nd October 2025**, depending on your child's class. This is a wonderful opportunity for you to discuss your child's progress with their teachers.

Please log in to your child's Arbor account to access and book a convenient consultation day and time.

Full instructions on how to book:

- Log in to Arbor. On the main homepage, click on **Guardian Consultations - Parents Evening**.
- Click on **Meetings**, specify which guardian will be attending, then click on the **Time slot** drop-down menu and choose a convenient day and time.
- Confirm your booking by clicking **Book time slot**.

We hope this system is convenient and allows most parents to select appointments that suit their needs.

If you book an appointment in error or would like to make a change, please update it directly within Arbor.

If you encounter any difficulties booking your appointment online, feel free to visit the school office, and we will be happy to assist you. Please bear in mind that this is our first time using Arbor for parent consultations, so we appreciate your understanding as we navigate this new process.

We hope you find this online booking system easy and hassle-free!

Yours sincerely

Mrs J Forshew
Head Teacher

