

Thursday 24th September 2026

Dear Parent/ Carers,

Autumn Term Year 4 Parents Consultation Meetings - Monday 12th October 2026

I would like to invite you to attend our Year 4 Parents' Consultation meeting on **Monday 12th October 2026** between **12:30pm – 6:00pm**, these meetings will be **face-to-face** in the Meadow Room (next to the school office).

Please note, this date is different to the other classes due to Mrs Ubor not being available on Thursday 15th October.

Year 4 children will have a normal school day on Monday 12th October, with clubs running as normal.

To facilitate parent consultations for the rest of the school, **Year 4 children will need to be collected at 1pm on Thursday 15th October**. On Thursday, we will be running an earlier lunchtime for the children.

Please note that we will not be running After School Care or clubs on Thursday 15th October.

We will be using **Arbor**, as the booking system. This system allows you to choose your own appointment times and receive confirmation emails.

Appointments can be made online from **Friday 2nd October 2026 at 5pm** and will close on **Friday 9th October at 5pm**. As always there will be one appointment slot given per child which will last no longer than 10 minutes. It is important that we stick to this allocated time so the meetings do not overrun; if you wish to discuss further, you can arrange another meeting with your child's class teacher.

Please visit [here](#) as soon as possible to ensure you can login and are ready for the booking open date.

Login will be validated against the following information that we hold:

- *Parent/Carer's Email Address*
- *Child's DOB*

Take particular care when entering your details, especially with the **date of birth** and **email address**. If the login cannot be validated because any of these details are incorrect please let the office know so that we can amend your records as soon as possible.

Yours sincerely

Mrs Gannon
Headteacher