



Bishop Wood C of E Junior School

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Mr G Stanley, Headteacher

8th March 2018

Dear Parents and Carers,

Re: Parent's Consultation Appointments

Parental consultations to discuss your child's learning and progress are taking place from 4.00 -7.00pm on Tuesday 20th and Wednesday 21st March 2018. Year 5 and 6 teachers will be based in the dining room, and Year 3 and 4 teachers will be based in the hall. All appointments will last for a maximum of 10 minutes. Should a longer appointment time be required for a specific reason then the class teacher will be pleased to arrange this with you at a mutually convenient time on a different day.

Appointments will also be available during the teachers PPA time on the following dates, from 1.30pm until 3.30pm. These appointments will take place in rooms close to the school office.

Year 3	Mrs Birley and Mrs Ing	Monday 19 th March
Year 4	Mr Hall and Mrs Day	Thursday 22 nd March
Year 5	Miss Francis and Miss Record	Tuesday 20 th March
Year 6	Mrs McGhee and Mrs Clark	Wednesday 21 st March

We are once again using an electronic booking system. Appointments are available to book using the following link:

<https://bishopwoodschool.parentseveningsystem.co.uk/>

You will need to click on the link or enter it into a browser, fill in your details and your child/children's details. These details must match those held on our database.

The appointment system will be going live on Thursday 8th March at 9.00pm – this is when you will be able to access the system and book your appointments.

If you have any problems then please contact the office after 10am on Monday 12th March.

Yours sincerely

Mrs D Bourke – School Secretary

