Bishop Wood C of E Junior School
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Mr G Stanley, Headteacher

Friday 23rd October 2026

Dear Parents and Carers,

Re: Parents' Consultation Appointments

Parental consultations to discuss your child's learning and progress are taking place this term.

The consultations will be conducted as face to face appointments in school only.

Class teachers will be available on the following days at the times stated below. Each appointment will last for a maximum of 10 minutes.

Tuesday 17th November (9.30am – 12.00pm)	Mrs Smart/Mr Patten (3PS) and Mrs Clark (3C)
Tuesday 17th November (1.30pm – 3.30pm)	Mrs Anechite (4A) and Miss Frechter (4F)
Thursday 19th November (9.30am – 12.00pm)	Mrs Day/Mrs Reeve (5DR) and Mrs McGhee (5M)
Thursday 19th November (1.30pm – 3.30pm)	Mrs Ing (6I) and Mrs Thomas (6T)

Class teachers will be available on the following days between the hours of 4.00pm and 7.00pm. Each appointment will last for a maximum of 10 minutes.

Monday 16th November	All staff
Wednesday 18th November	All staff

Miss Williamson will be available on both evenings if you wish to have a brief chat with her regarding pupil additional needs.

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

You will need to click on the link, complete your details and those of your child/children. These details must match those held on our database – eg. If your child prefers to be known by a shortened version of their forename then this is what you will need to enter.

The appointment system will be going live on Sunday 1st November 2026 at 5pm – this is when you will be able to access the system and book your appointments. The system will close on Thursday 12th November 2026 at 11pm – after this time you will not be able to book any appointments.

If you have any problems, then please contact the office for support.

Please note that parents of all pupils on the SEN register will be contacted by Misss Williamson and offered a 20 minute appointment with herself and your child's class teacher. If you are attending one of these appointments please do not book an additional slot using the system above. Any duplicates will be cancelled.

Yours sincerely,

Debs – Business Manager