



Bishop Wood C of E Junior School

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Mr G Stanley, Headteacher

Monday 10th March 2025

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 using a blend of remote video appointments and face to face ones in school. You will need to select the correct option on our Parents Evening system when it goes live. Please note that the video options are limited so if you need this option you will need to book fairly soon after it opens.

Class teachers will be available on the following days **for remote video appointments only** at the times stated below.. Each appointment will last for a maximum of 10 minutes - please be aware that the system will automatically start and cut off the appointments at the allotted times.

Tuesday 25 th March (10.00am – 12.00pm)	Mrs Anechite (4A) and Mrs Smart/Mr Patten (4PS)
Tuesday 25 th March (1.30pm – 3.30pm)	Mrs McGhee (6M) and Mrs Clark (6C)
Thursday 27 th March (10.00am – 12.00pm)	Mrs Ing (3I) and Miss Stevens (3S)
Thursday 27 th March (1.30pm – 3.30pm)	Mrs Day/Mrs Reeve (5DR) and Mrs Harland (5H)

Class teachers will be available on the following days for **face to face appointments only in school** between the hours of 4.00pm and 7.00pm. Each appointment will last for a maximum of 10 minutes.

Monday 24 th March	All staff
Wednesday 26 th March	All staff

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 Tuesday 11th March 2025 at 5pm – this is when you will be able to access the system and book your appointments. The system will close on Thursday 20th March 2025 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.

Yours sincerely,

Debs – Office Manager

