



## Bishop Wood C of E Junior School

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Mr G Stanley, Headteacher

Monday 6<sup>th</sup> November 2023

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 face to face appointments in school – we are not using the video option for these sessions.**

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

Monday 13 <sup>th</sup> November	All staff
Wednesday 15 <sup>th</sup> November	All staff

Class teachers will also be available on the following days during their PPA time. Each appointment will last for a maximum of 10 minutes.

Tuesday 21 <sup>st</sup> November: 9.30am – 11.30am	Mr Hall (4H) and Mrs Anechite (4A)
Tuesday 21 <sup>st</sup> November: 1.30pm – 3.30pm	Mrs Clarke (6C) and Mrs McGhee (6M)
Thursday 23 <sup>rd</sup> November: 9.30am – 11.30am	Mrs Ing (3I) and Miss Stevens (3S)
Thursday 23 <sup>rd</sup> November: 1.30pm – 3.30pm	Mrs Harland (5H) and Mrs Day/Mrs Reeve (5DR)

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

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

You will need to click on the link or enter it into a browser, 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.

All pupils who are Pupil Premium (including Free School Meals, Ever 6 or Looked After) or SEN have already been offered a longer 20 minute meeting with the class teacher and Mrs Guest (SENCO), therefore you will not be able to book an appointment using this system.

**The appointment system will be going live today, Monday 6<sup>th</sup> November 2023 at 9pm – this is when you will be able to access the system and book your appointments. The system will close on Sunday 12<sup>th</sup> November 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

