



Abbey Road Primary School
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Dear Parents and Carers

PARENT'S EVENINGS – Spring 2023

We will be holding our spring term parent's evenings on **Tuesday 14th March** and **Thursday 16th March**.

Meetings for this term are scheduled to take place face-to-face in school. This will provide you with the opportunity to look at your child's work as well as to meet with their class teacher(s).

We are keen that meetings be kept to their scheduled length of ten minutes as we want to avoid keeping people waiting for too long! Teachers may use a clock or timer to support with this.

As always, should you require to discuss your child's progress or any concerns at greater length, we ask that you contact the school office to arrange a mutually convenient time to discuss matters further with your child's class teacher.

Firstly, you will need to book your appointment(s) online by following this link: <https://arps.schoolcloud.co.uk/>
Please be aware that the details you use to log in, have to match those we have stored within our school database – eg: names and email addresses should match those you have provided.

Booking will open at **8.00am on Wednesday 1st March** and will remain open until the date of our parent's evenings. **Please make sure that only one appointment is booked per child unless a different arrangement has been agreed with school.**

Once you have selected your appointment(s), you will receive an email, confirming the details.

For families with children in different year groups, we would recommend that you leave at least a ten-minute gap between appointments to give you time to move from class to class.

If your child(ren) will be attending with you, please can I ask that they stay with you inside school. This is because we have a number of different after-school activities going on around school, and club leaders need to be able to safely supervise their groups.

Most meetings will be taking place in the children's classrooms. Year 4 will be using the bungalow behind the Children's Centre for their meetings as Lime Trees use these classrooms after school.

If you are at all unsure of where you need to go, please come to the School Office and there will be someone there to help you.

If you have any further questions or experience any issues while booking, please do not hesitate to contact the school office by email or telephone.

Yours faithfully,

Headteacher

