

10<sup>th</sup> October 2022

Dear Parents/Carers,

**Re: Autumn Parents' Evenings**

- Nursery, Reception and Years 1 to 6 – Tuesday 18<sup>th</sup> October and Thursday 20<sup>th</sup> October after school
- Nursery extra sessions - Thursday 20<sup>th</sup> October morning
- Woodlands ARP Elm and Birch - Tuesday 18<sup>th</sup> October and Thursday 20<sup>th</sup> October after school

We are delighted to be holding parents' evening next week IN PERSON; the meetings will last 10 minutes (Woodlands ARP 20 minutes). Some classes will meet the teacher in their classroom and some in our halls.

Nursery, Reception, Damson Class, Year 3 and Year 1	In the classroom
Juniper, Chestnut, Elm and Birch	In the Victoria Hall
Year 4 , 5 and 6	In the Jubilee Hall

**It is our expectation that all parents attend a meeting with the teacher on one of these days.** If you do not book an appointment the teacher will allocate you one. In the past we have experienced parents booking appointments but not turning up and not speaking to the teacher to explain why they did not attend. Some parents just do not make an appointment – this is very sad for the children who are proud for you to hear about their work. In order for your child to meet their full potential we need to work in partnership therefore it is vital that you attend.

You are welcome to bring your child with you to the meeting. No child should be left outside unattended and children cannot play in the climbing frame.

We are using schoolcloud <https://westactonprimary.schoolcloud.co.uk/> for you to make the booking – but it is not a video meeting, it is in person as the majority of parents requested in person. You will not need to log in on the night: please just use the system to book an appointment. Instructions of how to book will be sent separately.

If you need help to make an appointment or need a translator then please let us know.

The teachers are looking forward to meeting and talking to you about your child.

Yours faithfully,

**Karen Kondo**  
Head teacher