



Monday 18th September 2017

Dear Parents / Carers

Parent-Teacher Consultations Autumn 2017

The Autumn Term Parent-Teacher meetings will be held on:

- **Tuesday 26th September**
- **Wednesday 27th September**

Meetings are available between 3:40pm and 6:00pm.

Appointments need to be booked using our new online system through the Scopay website (the same website you use for online payments – www.scopay.com). Please use the same login you use to make payments to the school. You will find instructions on how to book an appointment on both the Scopay and school websites. The booking system will be open from 3:30pm today until the morning of Monday the 25th September. If you have any trouble using the online system please contact the School Office.

If you are not yet registered on Scopay please ask the School Office for your registration details.

- **Robin Class** parents please note: Face to face meetings will take place on Tuesday 26th September and telephone consultations Thursday 28th September.
- **Kingfisher Class** parents please note parent consultation will take place the following week on Tuesday 3rd October and Thursday 5th October.

If you would like to see any other teacher on one of these evenings, or myself, please contact the School Office.

Yours sincerely

IAN RIX
Headteacher

