



An Academy

Boughton Primary School

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Head Teacher:
Mary James BEd (Hons)
Senior Leaders:
Jodie Hartwell (Deputy Head)
Elaine Webster (School Business
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28th February 2024

Dear Parents,

RE: PARENTS' EVENINGS 19th, 20th and 21st March 2024.

We are pleased to invite you to book a 10-minute appointment with your child's teacher, to discuss their progress this year and their next steps in learning.

Once again, we will be offering hybrid appointments; in other words, parents can book either a face-to-face or online appointment.

- Tuesday 19th March will be for **School Cloud virtual** appointments, online, 5-7p.m.
- Wednesday 20th March and Thursday 21st March will be for **in-person** appointments, in school, 4-6p.m.

(Please note that arrangements will be slightly different for class 4, additional information overleaf).

The booking system is the same for both types of appointment; it is open now and will remain open until the evenings have concluded. We would encourage everyone to make an appointment, in order to have an uninterrupted and focused conversation with your child's teacher.

Instructions re: how to book appointments can be found overleaf. Please note that the system allows the parent listed as contact 1 to set up the appointments for their child/ren, and they need to invite the other parent to the appointments. The system takes you through this process and does everything for you, including providing a reminder that you can add to your iCal, Google or Outlook calendar. In the case of separated parents, if both have parental responsibility and are listed as contact 1, both parents can book. We would, however, ask you to be considerate of the class teacher's workload; if it is possible for you to share an online appointment or attend a face-to-face meeting together, please do so. The teacher will be sharing the same information whether separately or together.

The parents' evening appointment acts as a summation of each child's learning so far this year, and an opportunity to talk about their next steps, but doesn't replace our desire to work in partnership with you on an ongoing basis.

From a parent's perspective, we appreciate that it might not seem like long enough to discuss everything we might want to, about our children; however, it is 6 hours of additional time in the class teacher's working week, so I would ask that everyone is mindful of ensuring they keep to the times allocated.

As always, parents can continue to contact their child's teacher through Tapestry or Gmail, or arrange for a chat at the end of the school day or by telephone, if there are matters arising that need discussion.

Yours sincerely

Mary James
Head Teacher

Visit <https://boughton.schoolcloud.co.uk/> to book your appointments.

If you require more details about the booking system, use the link or QR code below, which will take you to the parents' guide on the school website:

<https://www.boughtonprimaryschool.org.uk/page/?title=School+Cloud&pid=246>



Scan me!

Class 4 arrangements

Mrs de Pass has had to make alternative arrangements to hold the Y4 parents' evening appointments, due to her own childcare commitments. Her appointments are spread across two evenings: Tuesday 19th and Wednesday 20th March.

Therefore, the following dates and times are available to parents of children in class 4:

- Tuesday 19th March **in-person** appointments, in school, 3.45p.m. to 5.15p.m.
- Wednesday 20th March **in person** appointments, in school, 3.45p.m. to 6.15p.m.
- Wednesday 20th March **School Cloud virtual** appointments, online 6.30p.m. to 8.30p.m.

This should be apparent when parents access School Cloud to book their appointments.