

## **Burscough Village Primary School**

Colburne Close, Burscough, Ormskirk, Lancashire L40 4LB Tel: 01704 895 403 Fax: 01704 895 946 Headteacher: Miss Anna Smith

9<sup>th</sup> February 2024

Dear Parents/Carers,

The Spring Term Parents' Evenings will be held on **Monday 26<sup>th</sup> February 2024 – 3:45pm – 7:00pm & Wednesday 6th March – 3:45pm – 7:00pm**. Please make an appointment for one of the sessions.

Mrs Beevers will also have additional slots on Monday  $26^{th}$  February – 13:00pm – 15:15pm to meet with parents/carers to discuss your child's special educational needs (SEN). If you have not had the opportunity to speak to Mrs Beevers, we would encourage you to make an appointment. If this time is not convenient, please contact the school office and we will try and accommodate your request within one of the other reception sessions.

We will be allocating ten minutes per appointment (15 minutes for SEND appointments); please ensure you keep to the allocated slot so that teachers can stay on track with appointments and parents are not waiting for a long time. I appreciate that sometimes a longer length of time is needed so please make an alternative appointment on a different date if needed. Thank you for your consideration.

We suggest you arrive ten minutes before your appointment to give you an opportunity to look at your child's books. Teachers will be located in the hall.

This meeting is designed for parents and teachers only to discuss their child's attitude to learning, progress made this year, achievement towards the end of year expectation and personal targets. If parents choose to bring children with them, they must always keep their children with them. Children cannot be left unattended within the school, and they are not allowed to be left outside on the playground unsupervised.

Kids' Club will be situated in Year 2/3 classrooms. Please collect your child by using the side playground gate, the children will be dismissed from the Year 3 classroom door to the side of the hall door. Please ensure the gate is closed behind you.

Following feedback on last year's booking system we will be using the same booking system for appointments. **The link will go live at 4pm on Friday 9<sup>th</sup> February 2024**.

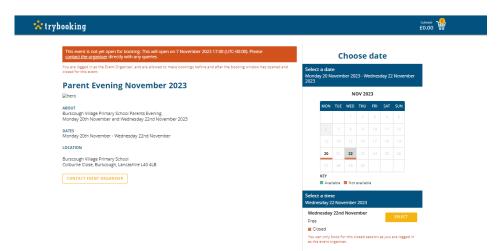
## https://www.trybooking.com/uk/DDIG

Below are the instructions on how to book an appointment. If you require any further assistance, please contact the school office. We look forward to seeing you at Parents' evening.

Yours sincerely,

Miss Smith Headteacher

Select the chosen date – Monday 26<sup>th</sup> February 2024 or Wednesday 6th March



Select the teacher you would like an appointment with

Nursery	Free	SELECT
Reception	Free	SELECT
	Free	SELECT
Year 1	Free	SELECT
Year 2	Free	SELECT
Year 3	Free	SELECT
Year 4	Free	SELECT
Year 5	Free	SELECT
Year 6	Free	SELECT
	Reception Year 1 Year 2 Year 3 Year 4 Year 5	Reception Pree Free Year 1 Pree Year 2 Pree Year 3 Pree Year 4 Pree Year 5 Pree

Select one appointment and the time you require by clicking on the chair (1 chair per appointment, you do not need to book more than one if there are two parents attending), then select NEXT

Select tickets Wednesday 22nd November - 5. Mrs Prytherch / Mrs Rowlands (19 left)					
Attendee	Free Admis	sion Fr	e –	1 +	
Select seats Wednesday 22nd November	- 5. Mrs Prytherch / Mrs Ro	vlands			
g	🗋 Available 🔳 Unavaila	bie 📙 Selected			
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Final screen is the check out, where you will be asked for your contact details and pupil name. There will be no charge.