

Thursday 25<sup>th</sup> January 2024

Dear Parents and carers

### Parent Consultation Meetings – February 2024

We are pleased to announce that we are holding parent consultation meetings after the half term break. If you would like to talk to your child's class teacher about how your child has settled into the new school year, you will have the option to come into school to have a consultation appointment.

Appointments for pupils in **Reception to Year 6** will take place on:

**Wednesday 7<sup>th</sup> February - 3.40 to 5.50pm**

OR

**Thursday 8<sup>th</sup> February – 3.40 to 5.50pm**

### Class 5GA appointments

Appointments for pupils in class 5GA will take place on **Tuesday 6<sup>th</sup> February** and **Wednesday 7<sup>th</sup> February** from **3.40 to 5.50pm**.

### Nursery appointments

Nursery parent consultation appointments will take place at the end of next half term, in March. You will be contacted by the nursery team to arrange your appointment closer to the time.

### Pupils with an EHCP or SSPP

If your child has a special educational need or disability with an EHCP or SSPP plan in place you will be invited into school during the week commencing 5<sup>th</sup> February for an extended parents consultation meeting with Mrs Dulai (SENDCO) and your child's class teacher. You do not need to book on Arbor. Mrs Dulai will contact you directly next week to arrange a time to meet with you.

### The Hive appointments

If your child attends The Hive, you will be contacted by The Hive team next week to make a separate appointment.

### Making an appointment

If you would like to book an appointment to speak to your child's class teacher, you can do so via Arbor. You will be able to **book appointments from 9:00am on Friday 16<sup>th</sup> January (tomorrow) until Monday 5<sup>th</sup> February at 6:00pm**.

All appointments will take place with your child's class teacher.

Below is a link to a 'How to Guide' within Arbor to help you book:

[Booking Guardian Consultations \(Parent's Evenings\) on the Parent Portal or Arbor App – Arbor Help Centre \(arbor-education.com\)](https://www.greet.bham.sch.uk/parent-portal/parent-evenings)

**Consultation times**

The time slots available will be in 10-minute intervals and teachers will keep to these times to avoid other appointments overrunning.

Many thanks for your continued support; we look forward to seeing you in school shortly.

Yours sincerely,

Ms T Yasmin  
Head teacher