

Winhills Primary Academy

Part of The Diamond Learning Partnership Trust

Established in the Queen's Jubilee Year 2012

Off Duck Lane, St Neots, Cambridgeshire PE19 2DX
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Executive Headteacher: Mrs Susannah Connell BSc MA (Ed Mgt) NPQH

6th October 2023

Dear Parents,

Parent Consultations- Important Changes to how you book your appointments.

We are holding Parent Consultations on Tuesday 17th and Wednesday 18th October 2023. This will provide an opportunity for you to meet your child's class teacher and discuss your child's progress. The consultations will be held in the large hall. Please be aware that each appointment is 10 minutes long.

Please do not be offended if the teacher stops the appointment after 10 minutes and asks that you make an additional appointment to continue discussions. It is really important that we adhere to the schedule and finish on time as I am mindful that staff will have been working since 8.00am and will continue to prepare for the following day's work after parents evening has finished.

To book an appointment with your child's class teacher you will need to log onto the Online Arbor system, under the Guardian Consultation page, this will be open from today from 3.30pm and will close on Monday 16th October 2023 at 6pm.

If you have not already been set up on the Arbor system, or experience any issues then please contact the school office.

Yours sincerely,

Mrs N Harradine

Head of School

On behalf of Winhills Primary Academy (part of TDLPT)

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