

Friday 7th November 2025

Dear Parents/ Carers,

**Autumn Term Parent Conference Meetings - Wednesday 19th November 2025**

I would like to invite you to attend our Autumn Term Parent Conference Meetings. The meetings are an opportunity for teachers to discuss your child's progress with you, to set personalised targets and for any concerns to be raised which either you or the teacher may have.

Our Parent Conference Meetings will be taking place on **Wednesday 19th November:**

**Year 4/5 Farah and Year 5/6 Jemison: 2.00pm - 6.30pm (Reading zone)**

**Year 1/2 Mandela and Year 3 Angelou: 3.00pm - 6.30pm (Hall)**

**Year Reception Kahlo: 3.30pm - 6.30pm (Hall)**

Please note that we are not finishing early and all children will be expected to be collected at the normal time of **3.15pm**.

Signing up sheets will be available near the main school gate from **Monday 10th November - Friday 14th November 8.45am - 9.00am**. Please come and put your child's full name down for an appointment. Alternatively, you will be able to call the school office after 9.45am to make an appointment.

The meetings will be held face-to-face in school. Year 4/5 Farah and Year 5/6 Jemison meetings will take place in the Reading Zone and Reception Kahlo, Year 1/2 Mandela and Year 3 Angelou meetings will take place in the hall. There will be a designated waiting area where you can view your child's work before your appointment time.

Each appointment will be 10 minutes long. To ensure the meetings keep to time, it would be very helpful if you could arrive at least 10 minutes before your appointment. Your child is very welcome to attend the meeting with you. We hope that you find the parent conference meetings helpful and useful.

Best wishes,

Bindya Chapaneri  
Head of School

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