



Hoyland Springwood Primary School

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Headteacher: Mrs Katherine Clark
Executive Headteacher: Mrs Gerry Wilson

Friday 22nd September 2017

Dear Parents/Carers,

We will be holding our Autumn Term parents' evening on Wednesday 11th October. This is an opportunity for you to meet your child's class teacher and discuss how he/she is settling into the class, to find out more about your child's current learning and how you, as parents/carers, can support your child's learning at home.

Last school year, we introduced an online booking system, which generally worked well and enabled parents and carers to choose an appointment at the time that was most convenient for them. We will be continuing to use the online system this year. Once you log on, you will be able to view appointment times for your child's class teacher. Appointments will be available with Mrs Fear, Mrs Parker, Mrs Hoyle and Mr Pettitt between 2.30pm and 7pm and with Mrs Needham between 3.40pm and 7pm.



Children are welcome to come to the appointment with their parents/carers but we must ask that parents/carers supervise their children closely whilst waiting for their appointment and that all children remain with their parents/carers whilst on the school premises as school staff will not be available to supervise.

The web address for the online booking system is: <https://hoylandspringwood.parentseveningsystem.co.uk/>
If you have any queries regarding the online booking system, please do not hesitate to contact the school office.

We are aware that some families may not have internet access. If this is the case, please contact Mrs Drayton, Miss Levitt or Mrs Charnock in the school office and they will be happy to help you book an appointment.

It is important that all parents/carers make an appointment so that class teachers can share important information with you about your child's learning. Please bear in mind that the appointment slots are not long enough to go into detail about specific areas - if there is something that you would like to discuss with your child's teacher in depth, please make a separate appointment for this on another day. I have asked teachers to try their best to stick to their appointment times and would ask for your support in this.

I look forward to seeing you at parents' evening.

Yours sincerely

Mrs Katherine Clark
Headteacher

