

Westfields Infant School

School Lane, Yateley, Hampshire, GU46 6NN

Executive Headteacher: Miss J Redman

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4th October 2023

Dear Parents,

Parents Evening Invitation – Autumn 2023

We sincerely hope that your child has enjoyed the start of this academic year as this has certainly seemed to be the case. To provide an opportunity to meet with your child's class teacher to discuss how your child has settled in their new class, the progress they have made and give you the opportunity to ask any questions that you may have, we would like to invite you to attend one of our Parents Evenings. As you will be aware from my weekly newsletters, these meetings will be held on:

Tuesday 17th October 3:45pm – 6:45pm and Thursday 19th October 3:45pm – 6:45pm

As usual, all meetings will take place in your child's classroom. For the evenings to run smoothly, we do ask that everyone tries their best to adhere to the times arranged and we are grateful for your support in relation to this. As always, if you have a more complex issue to discuss, it may be appropriate to arrange an appointment at a different time.

During the sessions, a selection of your child's work will be available outside their classroom for you to view whilst you are waiting to meet their teacher.

If you have more than one child at Westfields, you will need to arrange an appointment for each child with their relevant class teacher. Additionally if your child receives extra support for a special educational need and you wish to meet with our Federation SENCO, Miss Parsons, please make a separate appointment. It is helpful if you can ensure that times requested with different adults have a short gap between them.

Appointments can be made using your Arbor portal login between **6:00pm on 4th October 2023 until 12 noon on Thursday 12th October 2023**. Once you have made your appointment(s) using the Arbor system, you should receive an automatically generated email confirmation. If you do not have access to a computer or the internet, please contact us via telephone to book an appointment.

Thank you for your continued support, we look forward to celebrating your child's successes with you and of course sharing next steps and ways we can work together.

Kind regards,

Miss Jo Redman
Executive Headteacher