



# FARNBOROUGH PRIMARY SCHOOL

Farnborough Hill, Farnborough, Orpington, Kent BR6 7EQ

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Executive Head Teacher Ms P Farrow B.Ed Hons NPQH

National Leader in Education

Heads of School

Mrs L Ashley B.Ed Hons

Mrs C Browne B.Ed Hons

6 October 2017

Dear Parents/Carers

## Autumn Parents' Evening - Wednesday 18 October and Thursday 19 October 2017 Using Our Online Appointment Booking System

The school will be holding parent/teacher evenings on Wednesday 18 October and Thursday 19 October 2017. It is an opportunity for us to meet and share observations about your child at the beginning of the new academic year. We will discuss your child's interests, their strengths and areas for development. We will also be setting targets in reading, writing and maths.

It is an important part of the home/school partnership in working together to support your child and I hope that you will be able to attend. If you make an appointment and then find you are unable to keep it, **please** ensure that you let the school know. We would ask parents to try and keep to the time given, as I am sure you understand it is a very busy evening.

Mrs Browne and Miss James will be in the ICT suite demonstrating the new program 'My Maths', which is being launched across the school after October half term. On Thursday evening this will be from 4.30pm due to computer club.

I will be available to arrange individual appointments between the following times:

DAY/DATE	BETWEEN
Wednesday 18 October 2017	1.30pm - 2.40pm and 3.30pm - 7pm
Thursday 19 October 2017	3.30pm - 6pm

We will be using the online appointment booking system which allows you to choose your own appointment times with teachers, receiving an email confirming your appointments. Should you experience any technical difficulties please do not hesitate in contacting either Mrs Jones or Mrs Grainger, who will be happy to help.

**Online bookings will go live at 7pm on Friday 6 October 2017.**

Please visit <https://farnboroughprimarysch.parentseveningsystem.co.uk> to book your appointments. An easy to follow Parent Guide is attached, which gives screen shots to help you follow the process.

If you do not have access to the internet, please come in and see Mrs Jones, who will be only too happy to assist you in making an appointment.

Yours sincerely  
Mr J Smith  
Year 6 Class Teacher



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