



# Farnborough Primary School

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Executive Head: Miss A James BA (Hons), PGCE, NPQH

28 February 2025

Dear Parents/Carers of Children in Hippogriffs Class,

## Spring Term – Parents’ Meetings – Thursday 20 March 2025

We are writing to invite you to your child’s parents’ meeting which will be held on Thursday 20 March with Mrs Roberts. This will be your opportunity to discuss your child’s progress, their strengths, and areas for development. We will be conducting Parents’ Meetings in person, and you will have the opportunity to look at your child/ren’s books. If for any reason you are unable to attend your meeting time in person and require a teams meeting please email [admin.office@farnborough.bromley.sch.uk](mailto:admin.office@farnborough.bromley.sch.uk) once you have booked your timeslot and we will send out a teams link to you prior to your meeting.

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 day. Unless absolutely necessary, please be advised that there will only be one appointment given per child.

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

<u>Parents’ Meeting Date</u>	<u>Time</u>
Thursday 20 March	8:00 to 5:30pm

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 Ms Ellson who will be happy to help.

**Online bookings will go live at 8pm on Monday 3 March and will close on Sunday 16 March at 4pm.**

Please visit <https://farnboroughprimarysch.parentseveningsystem.co.uk> to book your appointments.

If you do not have access to the internet, please call the school who will be happy to assist you in making an appointment.

Yours sincerely

Miss Angela James  
Executive Head

