



THAKEHAM PRIMARY SCHOOL
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RH20 3AA

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‘At Thakeham we CARE’

Wednesday 11th October 2023

Dear Parents/Carers,

Parent Consultation Evenings

Parent Consultations are to be held for Wonder, Marley and Franklin classes on Thursday 2nd November (3.45-6.45pm) and on Tuesday 7th November (3.45-6.45pm). Beatles class consultations are on Thursday 2nd November (3:45-6:45pm).

Parents and Carers of children on the SEND register have already received a separate invite from Mrs Stender for another date in December. Please note, it will be Class Teachers from now on who run SEND focused parent meetings.

When the appointments are live, we will send a link to your email address via Teachers2Parents which will take you to our online booking system to select a time convenient for you. Please follow these simple steps to book your slot:

1. Click the link that you receive through email to take you to the confirmation page. You will need internet access to do this.
2. Enter your child's legal first name to continue. If you have more than one child, any of their first names will work. Please remember to try to book sibling appointments back to back.
3. Next you will be taken to the booking page. This will show your children alongside all of the teachers that you can book in with.
4. Click 'Please Choose' to be shown a list of available times that you can click to book. This will even give you the option to add any notes that you might want the teacher to see before the meeting.
5. Then please click 'Book this Slot' to complete your booking. When the button has turned green you know your booking has been made.
6. At any time before the Parents Consultation, you can click the link on your phone or email again to check your booking time or even un-book by clicking the green booked button.

Make sure you book your parents evening ASAP to ensure you get the best time for you. If you have any questions regarding the booking process please do not hesitate to contact the school office.

Many thanks,

Will McDonald

