

# Padnell Infant School

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Headteacher: Mrs Mandy Grayson BA Hons



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20<sup>th</sup> September 2017

Dear Parents

**Parents' Evening Tuesday 17<sup>th</sup> October & Thursday 19<sup>th</sup> October 2017**

## Online Appointment Booking

I would like to invite you to attend our Parents' Evening on either Tuesday 17<sup>th</sup> October (3.10pm to 7pm with the last appointment being at 6.50pm). This long evening is on the same date as the Juniors to accommodate you attending both schools on the same day. Or Thursday 19<sup>th</sup> October (3.10pm to 5.30pm, the last appointment at 5.20pm) to discuss how your child has settled in at school. This meeting is an opportunity for you to share information about your child with us.

The easy to use online appointment booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from 1pm today (Wednesday 20<sup>th</sup> September), and will close on Friday 13<sup>th</sup> October at 4pm. Should you wish to make any changes after this date please contact the school office.

Please visit <http://padnellinfantschool.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter). To login, you will need to input your name and contact details and then your child's information:

Your child's First Name:      «Forename»  
Your child's Surname:       «Surname»  
Your child's class:           «Class Name»

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Please note all appointments **will be held in the hall**. You may like to arrive slightly earlier to view your child's work beforehand.

We look forward to sharing your child's learning with you.

Yours sincerely

Mrs Mandy Grayson  
Headteacher

.....See Over