Bridgewater Primary

Together rain or shine

Bridgewater Primary School
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Please note the booking window will open Tuesday 10th March. We will send a reminder prior to this date.

Dear Nursery - Year 6 Parents & Carers,

We are pleased to invite you to meet with your child's teacher for a discussion about their progress at school. You can join us on either **Tuesday 24th March from 3.30pm - 7pm or Thursday 26th March from 3.30pm - 6pm.**

These meetings can be conducted face-to-face or by telephone, providing an opportunity to explore how you can support their learning at home. We'll be using the Arbor online booking system for these consultation evenings.

The booking window opens at **7pm on Tuesday 10th March**. To avoid any last-minute issues, we recommend logging into Arbor beforehand.

Appointment Information:

- **Appointments are strictly limited to 10 minutes**. If you need to discuss specific points that require more time, please contact your child's class teacher directly.
- For families with multiple children, we kindly ask you to allow a **20-minute buffer between appointments** in case of any overruns.
- **Nursery through to Year 5 please note that this event is parent-only.** If you cannot secure childcare, we are happy to provide a phone consultation instead.
- **Year 6 children** are invited to attend this parent consultation to prepare them for when they move to secondary school.
- The booking window will open for 320 families simultaneously, and slots may fill up quickly. If the app freezes or doesn't allow you to continue to book the slot selected, please close and reopen it. Additionally, please also ensure that you **receive a confirmation email and that the correct time and date is listed correctly on the email.**
- If you are separated from your co-parent, please reach out to us directly to arrange your appointment as a different process will be in place.
- If you encounter issues with booking, please ensure you select both parents attending at the booking stage, as a technical error sometimes occurs. Also, slots may fill up quickly, which could be the reason for unavailability.
- While we will assume all meetings to be face-to-face, please inform us in the booking notes if you prefer a virtual meeting, including your preferred contact number.

Nursery Booking Information:

Tuesday 24th March: You will be meeting with Maura Patterson and Mrs Ria, 3.45pm – 5.45pm or Mrs Claire from 5.45pm – 7.30pm.

Thursday 26th March: You will be meeting with Maura Patterson and Mrs Cresswell, 3.30pm – 4.30pm or Mrs Ria from 3.30pm to 6pm.

Unfortunately, we may have limited slots available, and once these are filled, please contact Mrs Patterson at maura.patterson@bridgewater.herts.sch.uk to arrange an alternative meeting time.

When you arrive, please take a seat on the sofas in the lobby by the main office. We will collect you from there. Kindly refrain from going to the Nursery as Rialize wraparound will be in session.

For details on how to book, please refer to the provided instructions.

Additional Appointments:

Mrs. O'Sullivan, our Special Educational Needs Coordinator (SENCO), will be available for appointments on Thursday 26th March from 3.30pm - 6pm. If you wish to book a consultation with her, please email senco@bridgewater.herts.sch.uk.

We look forward to meeting with you soon!

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