Bridgewater Primary

Together rain or shine

Bridgewater Primary School
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Dear Year 1 - Year 6 Parents & Carers,

We are pleased to invite you to meet with / speak to your child's teacher on **Tuesday 24th November (3:30 - 7pm) or Thursday 26th November (3:30 - 6pm).**

Year 1 Wagtail Please note that your sessions will be Monday 23rd (3:30 - 6pm) and Tuesday 24th November (3:30 pm - 7 pm), this is due to staff availability.

These meetings can be either face-to-face or by telephone. It is an opportunity to discuss how your child has settled into school, their progress and how you can support them at home. We will be using the Arbor online booking system for these consultation evenings.

The booking window will open at **7:00 pm on Tuesday 10th November.** We recommend logging into Arbor before the booking window opens to ensure there are no login issues.

Appointment Information:

- Appointments will be strictly **limited to 10 minutes.** If you need to discuss specific points that require more time, please contact your child's class teacher directly.
- If you have multiple children at school, please allow a **20-minute buffer between appointments** in case any sessions overrun.
- **This is a parent-only event.** If childcare is not available, we are happy to offer a phone consultation rather than an in-person meeting.
- The booking window will open for 280 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 ensure that you receive a confirmation email and that the time and date is listed correctly on the email.
- **Separated parents:** Please book as normal and if you encounter any problems please contact us at admin@bridgewater.herts.sch.uk.
- We will assume that all meetings will be face to face in school, however, **please inform us at the time of booking in the 'notes' section** if you would prefer a phone call and your preferred telephone number to be contacted on.

For details on how to book please see these instructions.

Additional Appointments:

Mrs. Crabtree, our Special Educational Needs Coordinator (SENCO), will be available on Thursday 26th November (3:30 pm - 6:00 pm). To book an appointment with her, please email senco@bridgewater.herts.sch.uk.

Mrs George, who leads our provision at The Haven, will be available on Tuesday and Thursday. If your child attends The Haven to book an appointment with her please log into Arbor at 8pm on Tuesday 10th November to make an appointment).