



**Rucstall Primary School**  
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Headteacher: Mrs R. Griffiths

Dear Parents/Carers,

### Parent Consultations October 2024

Wednesday 23rd October 2024 – 3:30pm – 6:00pm

Thursday 24th October 2024 – 4:00pm – 7:30pm

We are pleased to be able to welcome parents and carers for our first parent consultation meeting of the year. These consultations are an important method for us in communicating how your child is progressing at school, how they're developing personally and how we can work together to support them. It is vital that you attend a meeting for your child, because working together will make a significant difference to your child's development.

Parent consultations will be held in your child's classroom – accessed through the school hall. Each room will have an allocated waiting room, where you can view your child's learning prior to the meeting. Accompanying children must stay with parents at all times, due to the site being 'open'.

We operate a ten minute appointment system and you can book your appointment easily and electronically through Parentmail from 12pm on Friday 11<sup>th</sup> October. You will be able to choose the time slot yourself, so early booking is advised.

Please do not contact the school office to arrange your booking, as this is managed electronically only. Here is the link to the 'How to guide':

<https://www.parentmail.co.uk/help/parenthelp/applications/parents-evening-manager/>

If you are booking appointments for more than one child, we advise you to allow ten minutes between them in order for you to move around the school to meet different teachers. Please be aware that teachers will be strictly keeping to the ten minute appointment times and therefore we ask that you arrive just before your booked time. Timings will be kept, even in the event of late appointment arrival.

We look forward to sharing with you how your child is settling in to their new year group, how they are progressing and how we can work together to support them.

Kind Regards,

Mrs R Griffiths

Headteacher