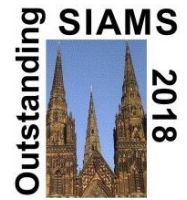




Healthy Schools
Healthy Futures



ALL SAINTS C.E. (V.C.) FIRST SCHOOL & BUSY BEES PRE-SCHOOL
Headteacher: Mrs V. A Bradley

Monday 30th September, 2024

Dear Parents

Parents Evening - Wednesday 9th October 2024

In order to try and accommodate the needs of as many parents as possible we will be offering appointments via Teams and face-to-face in school. Teams appointments will be available between 1.00pm and 3.20pm, face-to-face appointments will be available between 3.40pm and 6.00pm. Please be aware that due to high numbers in Kingfisher Club, we will not be able to accommodate children in school for the face-to-face appointments until 4.30pm. Short slots after 4.30pm will be charged at £3 per child, the full hour will be £5 per child. Kingfisher Club will close at the usual time of 5.30pm. Appointments can now be booked through the school website. Please note that this is the only way to book an appointment, appointments will not be possible via request through the school office.

To make an appointment please click on the following link:

<http://www.allsaints-standon.staffs.sch.uk/parents-evening/>

This will take you to a page of the school website where you will be able to select an appointment.

The screenshot shows a web page titled "Parents' Evening" with a breadcrumb "Home > Parents' Evening". Below is an "Appointment Form" with three dropdown menus: "Choose Staff Member", "Choose Appointment Date", and "Choose Appointment Time".

You will need to select the name of the staff member that you wish to see, the date and then an appointment time. Please note that all appointments are 10 minutes long per child (both via Teams and face-to-face). Busy Bee parents should book an appointment with Mrs Griffin.

You will then be asked to enter the following information and click REGISTER NOW:

The screenshot shows a "Registrant Details" form with the following fields: "First Name:" (with a red asterisk), "Last Name:" (with a red asterisk), "Child Name:" (with a red asterisk), "Phone Number:" (with a red asterisk), and "Email:" (with a red asterisk). A blue "REGISTER NOW" button is at the bottom.

Upon completion, you will receive confirmation on screen of the appointment and an email will be sent to the address provided. **Please email the school office if you do not receive your confirmation email.**

Should you have any issues booking appointments please email me and I will endeavour to address the issue.

Kind regards,

Mrs Devenport
Acting Headteacher



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