St. Mary's C of E (Aided) Primary School
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20th January 2023

PARENTS' EVENING
Tuesday 7th Feb & Wednesday 8th Feb

Dear Parents and Carers,

Parents' Evening is returning to being 'in person' at long last!

- **Tuesday 7th February 3.40pm to 7.00pm & Wednesday 8th February 3.40pm to 6.00pm**.
- Please note **5SW** will be given a date for meetings after half-term so that both Mrs Wood and Mrs Stokes can attend
- Bookings for Parents' Evening are to be made online via **Scopay**
- **The booking system will go live on Thursday 26th January at 8.00pm**
- **The booking system will close on Thursday 2nd February at 12noon**
- You will be able to view and select available time slots
- Please note that timeslots are available on a first come first served basis.
- Please contact the school office if you are unable to make a SCOPAY booking

We are very much looking forward to meeting with you and we do encourage that you child joins us for the Feb Parents Evening so that we can celebrate all that is going well with your child's learning and agree on next steps. *Where only one parent can attend in person we will allow them to invite their partner to join remotely via phone on the strict understanding that the meeting is not recorded.*

Each appointment with your child's teacher is scheduled to last five minutes. You will also have a chance to look in your child's books. If you have any queries which you feel cannot be answered within this allocated time, please contact your child's class teacher. *Please note that due to time constraints, teachers can allocate only one appointment per child. In some instances, where a longer discussion is required, you may be contacted by your child's class teacher with an alternative appointment time. In this case, you will not need to book a Parents Evening appointment on Scopay.*

For appointments in the Infant year groups, please make your way to the Infant Hall. There will be class tables in the hall where you can look at your child's books. Your child's class teacher will come and collect you for your appointment.
For appointments in the Junior year groups, please wait outside your child's classroom.

Yours sincerely

Mrs S Lewis

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