



Hannah Freeman
Headteacher
Old Tye Avenue, Biggin Hill TN16 3LY
01959 575 846
www.bigginhillprimary.com
admin@bigginhillps.com

30th January 2023

Dear Parents/Carers,

Parent Consultations – Thursday 9th and Friday 10th February 2023

Our second Parent Consultations of the academic year are due to take place next week. These meetings will be face to face. Please book your slot in the usual way via Arbor.

Meetings will take place on **Thursday 9th February from 3.30-6.50pm** and also from **8.30-10.50am on Friday 10th February, please note that Friday 10th is also an INSET day.**

*****Miss Reed's Class (Royal Mile) Only.** Miss Reed has an appointment that she has been unable to change on Thursday afternoon. Her appointments will begin at 5.30pm on this day. You will also be able to book appointments to see Miss Reed from 3.30pm-5.30pm on Wednesday 8th February***

Children are welcome to attend meetings but if you would prefer for your child not to be present, this is also fine.

The booking system for parent consultation slots will open at **8am on Wednesday 1st February (this Wednesday) and will close on Wednesday 8th February at 12.00pm.** Once again, by using your Arbor log in details you will be able to book your consultation time online; this makes the process more efficient and also eliminates having to wait for confirmation of your appointment. We ask that when you book your appointment you leave 30 minutes between appointments for siblings. Appointments will be at 10 minute intervals this year but please do build in some time to look at your child's books before or after your appointment as these will be available for you to look at.

In response to a discussion at a Parent Forum meeting last year, we are keen to make parent consultation meetings as useful and productive as possible so there is a greater level of consistency across the school in terms of the information that is provided. The information provided at October and February consultations will differ slightly. At the February consultations you can expect information about:

- approach to the Biggin Hill Way (behaviour)
- social presentation - how well they socialise and work with their peers
- their general attitude to work, concentration levels, independence and resilience



- their current attendance
- assessment data from the Autumn term
- progress in maths challenges
- engagement with home reading
- strengths and areas for development in English and maths, this will include phonics and/or reading

We hope to see all of you on either Thursday 9th or Friday 10th February, however if you cannot make these dates, please speak to your child's class teacher to arrange an alternative appointment. So that we can work effectively in partnership with you, it is an expectation that an appointment is made to see your child's class teacher this term.

Finally, if you have any questions or issues with using the online system please contact me through the office or via email at h.freeman@bigginhillps.com.

Yours sincerely,



Hannah Freeman
Headteacher and Designated Safeguarding Lead

