

PARENT CONSULTATIONS – 11th & 13th March

~ FACE-TO-FACE 10 MINUTE APPOINTMENTS ~

~ APPOINTMENTS BOOKED USING **ARBOR** ~

PLEASE NOTE THAT ALL SCHOOL-RUN AFTER SCHOOL CLUBS
WILL BE CANCELLED DURING PARENT CONSULTATIONS WEEK
11th to 15th March (PAID FOR CLUBS WILL STILL RUN)

MONDAY 11TH MARCH – 3.40PM to 7PM
WEDNESDAY 13TH MARCH – 3.40PM to 6PM

BOOKINGS ARE NOW OPEN VIA YOUR ARBOR ACCOUNT – PLEASE REFER TO ‘WELCOME TO ARBOR’ EMAIL IF YOU HAVE NOT YET REGISTERED YOUR ARBOR ACCOUNT

PLEASE REFER TO THE [GUIDE ON OUR WEBSITE](#), ALSO ATTACHED TO THIS EMAIL FOR INSTRUCTIONS ON HOW TO BOOK YOUR APPOINTMENT/S

BOOKINGS WILL CLOSE AT 8AM ON MONDAY 11TH MARCH

<https://login.arbor.sc/>

Before booking your appointments, please read through the following carefully:

- Appointments will be face-to-face appointments at school.
- Appointments will be 10 minutes long.
- If you have more than one child at school, please leave at least 10 minutes between the end of one appointment and the start of the next appointment (eg Joe Bloggs at 4.00pm and Jane Bloggs at 4.20pm) to allow you time to get to the next classroom and to allow the schedule to run to time.
- All appointments need to be booked through Arbor (you will need to have registered your Arbor account to do this).
- Parents with parental responsibility for whom we hold details on record, will be able to book appointments.
- **Please note that there is only one bookable appointment per child for these two dates.**
- If separated parents are not able to attend the same appointment, the parent who has not booked the appointment can contact office@wintonprimary.uk to request an appointment with their child’s teacher at another time. This could be an in person meeting, telephone call or a Microsoft Teams meeting.
- Each meeting will last 10 minutes, should you still have matters you wish to discuss once the call is over, please contact the school via office@wintonprimary.uk and request that the teacher gives you a phone call.