

28th September 2026

Dear Parents/Carers of Year 5 Pupils,

I would like to invite you and your child to the Year 5 Meet the Teacher Evening on;

- **Wednesday 7th October 4:10pm-6:30pm**

These are five minute 'in-person' appointments held at school, and will be available with your child's form teacher.

The meetings will take place in the Picnic Room accessed via the dining room.

Form Group	Teacher	Form Group	Teacher
5 Ash	Mrs Ferris	5 Cedar	Mr Siddle
5 Beech	Mrs Robinson	5 Oak	Mr Roberts

This is an opportunity to discuss how your child has settled into Parkfields.

Where possible, we would like the meetings to be attended by both the child and parent/carer so that everyone is involved in supporting their learning and development.

All appointments can be booked via the ['Parents Booking System'](#).

Booking instructions can be found on the [school website](#).

The booking system will open on:	Tuesday 29th September at 7am
The booking system will close on:	6th October 2025 at 9am

If, after booking, you are unable to attend the session, please ensure that you cancel the appointment - on the Parent Booking system-so that it can be made available to other families. Bookings cancelled after the booking deadline cannot be re-booked.

We respectfully remind parents and carers that consultation evenings fall outside the usual working hours of teaching staff and are carefully factored into the 'directed time' allocated each academic year.

If, therefore, you miss your booked appointment slot or cannot make the appointment, please understand that it will not always be possible to make an additional or alternative appointment with your child's teacher later that week.

Should you have any difficulty with booking, please contact Mrs L Reynolds (Working pattern Monday - Thursday) via email: lreynolds@parkfieldsschool.co.uk

Yours sincerely,

S Cooper

Miss S Cooper
Deputy Headteacher