

# Tickhill Estfeld Primary School



**Headteacher: Miss D M Risley BSc(Hons)**

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7<sup>th</sup> March 2019

**Common Lane  
Tickhill  
DONCASTER  
South Yorkshire  
DN11 9JA**

## Open Evening - Online Appointment Booking

Dear Parents/Carers

I would like to invite you to attend our Parents and Carers' Evening on Wednesday 20<sup>th</sup> March 3.30pm to 7.30pm. This is an important evening and we very much look forward to meeting with you as it provides the opportunity to discuss your child's progress. The online appointment booking system is convenient and easy to use. It allows parents and carers to choose their own appointment times with teachers and you will receive an email confirming your appointments. The system allocates each pupil one appointment with their class teacher. If you experience difficulties please contact the school office.

The booking system will open so that appointments can be made from **6.00pm on Monday 11<sup>th</sup> March and will close on Wednesday 20<sup>th</sup> March at 12.00 noon.** Should you wish to make any changes after this time please contact the school office.

Please visit <https://estfeld.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments has been sent separately). Login with the following information:

Student's First Name.

Student's Surname.

Student's Date of Birth.

If you do not have access to the internet, please contact the school office from Tuesday morning when we will be happy to add appointments on your behalf.

### On the Evening

All teacher - parent consultations will take place in the hall. The hall is large enough for confidentiality to be maintained and we ask that parents respect the privacy of others by waiting outside the hall until it is time for their appointment. Time is limited but as a courtesy to others please do try to keep to time. Pupils' work is available to be viewed in each classroom.

### Book Fair

There will also be a School Book Fair so that pupils and parents will be able to look at, and maybe purchase a book or two together. Please support the book fair if you can. Proceeds from the books sold are used to purchase further books for school.

### Refreshments

As is our custom we will be selling cakes, biscuits and drinks on Open Evening. Donations of cakes, biscuits etc. homemade or bought will be gratefully received; please send them to school on the morning of Open Evening, (no nuts please). A cup of tea and a biscuit can be just what you need if you have dashed straight from work to see us. On this occasion all proceeds raised will be donated to The British Heart Foundation.

We would like thank you in advance for your support as we always raise a generous amount for worthy causes.

Yours faithfully

Miss Diane Risley,  
Headteacher

