

# Cunningham Hill Junior School

Cell Barnes Lane St. Albans Herts AL1 5QJ  
Headteacher: Ms J Elbourne-Cload BSc, PGCE, NPQH  
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February 2020

Dear Parents/ Carer,

## **Parent Consultation - Online Appointment Booking**

Early Consultations Monday 9<sup>th</sup> March (3:30-6pm)  
Late Consultations Wednesday 11<sup>th</sup> March (5:30-8pm)

You are invited to meet with your child's teacher on Monday 9<sup>th</sup> or Wednesday 11<sup>th</sup> March.

Bookings can be made on the Parents Evening Website. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made using the online system from Monday 10<sup>th</sup> February at 6pm and will close on Monday 9<sup>th</sup> March at midday. Should you wish to make any changes after this time please contact the school office.

To book your appointment please visit:

<https://cunninghamhilljnrns.parentseveningsystem.co.uk>

To help us ensure that meetings run to schedule it is important that parents are waiting in the dining room at their allotted time, where your children's books will be available for you to look at.

Please could we urge you to **stick to times and arrive promptly** for your appointments - although we have a clock on display, could we ask parents to help the teachers stick to time by not keeping them longer. Unfortunately, appointments missed due to lateness will have to be carried out on another occasion.

Ms Elbourne-Cload will be attending both evenings, so if you do wish to speak to her regarding your child's progress she will be available.

There will also be an opportunity for parents to sign up to help with or join the PTA on these evenings and we would welcome any support that you can give.

Yours sincerely,

School Office