



St. Clement's & St. John's CE Infant School
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4th October 2024

Parent Consultation Evening – Autumn Term (SEND Group)
Thursday 24th October 2024

Dear Parents and Carers,

We will be holding Parents' Evening for SEND students on **Thursday 24th October**. **All appointments will be held in person.** You will be able to book an appointment via the Arbor Parent Portal in order to discuss your child's progress and learning targets with their class teacher.

Bookings will open on Monday 7th October at 9am. You can book directly via the Arbor app or via the Parent Portal desktop version – using [these instructions](#). Please note each appointment is scheduled for 15 minutes duration only. **The earlier you access the online system it is more likely your preferred appointment time will be available.**

Please note the online booking system will close on Tuesday 22nd October at 11:59pm, so you will need to have booked an appointment before that time.

Should you be unable to access the internet, please contact the school office directly to book your appointment over the phone. **Please avoid calling between 8am-9:30am, and 2:30pm-3:30pm, as these are our busiest times.**

We look forward to seeing you at Parents' Evening.

Yours Sincerely

Lawrence Woodward
Headteacher
St Clement's and St John's CE Infant School