

Hobbs Hill Wood Primary School

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Headteacher: Miss S Hunter, BA (Hons) & NPQH

**'Improving outcomes for all our pupils
through high quality teaching and learning'**

17th September 2026

Dear Parents and Carers,

Parents Evening Autumn 2026

I would like to invite you to attend our Parents' Evening on 12th or 14th of October. This is an important evening and provides you with an opportunity to discuss your child's attitude, work, progress and behaviour and to discuss targets for the year ahead.

The school has an easy to use online appointment booking system (Arbor). This allows you to choose your own appointment times with teachers. Appointments can be made from **9am, Monday 21st September** and will close on **Friday 9th October**. Please note that only one appointment with the class teacher can be made per child. Appointments are 10 minutes long and will finish promptly. We request that parents with more than one child avoid booking back-to-back appointments and leave at least 10 minutes in between each child's appointment.

Please visit the Arbor App or the Parent Portal (via a laptop or computer) to book your appointment. You will find a link on how to book an appointment on the school website under the tab 'parents' —Parents' Evening Online Booking'.

Once you have logged in please follow the steps below:

- Select Guardian Consultations. This will take you to the consultation page.
- You can see the dates you can book meeting slots and when booking closes.
- To book a meeting, click the available meeting at the bottom of the screen.
- Click on the Time slot drop-down to choose and tick which Primary Guardians will be attending.
- Make sure at least one guardian is ticked or you won't be able to click the Book Time Slot button.
- You will be asked to confirm your choice and you'll be sent an email.

If you would like Miss Sheehan (SENCO) to join your meeting, please contact the school office.

For health and safety reasons, children who attend must be supervised by their parents/carers at all times. We recommend, where possible for parents to attend without their children to make best use of their parents' evening time.

We look forward to meeting with you.

Yours sincerely

Miss S. Hunter
Headteacher