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26<sup>th</sup> September 2025

Dear Parents and Carers,

***Parents' Evening – Wednesday 15th & Thursday 16th October 2025***

I would like to invite you to attend our upcoming one-to-one Parents' Evenings. These meetings offer a valuable opportunity to speak with your child's class teacher about their progress and development.

Appointments can be booked online via ScoPay. The booking system will open at **9:00am on Wednesday 1st October** and close at **9:00am on Wednesday 8th October**. A Parent's Guide is available to help you with the booking process: [Parents guide](#).

**Please note:** If you are booking appointments for more than one child on a mobile device and cannot see all the meetings, try rotating your screen to landscape view or swiping left to reveal the full schedule.

Each appointment will last 10 minutes and will take place in your child's classroom. If you feel a longer discussion is needed, please contact your child's class teacher to arrange an alternative time.

I will also be available during the evening. If you would like to speak with me, please feel free to drop by my office.

We look forward to seeing you.

Yours sincerely

Mrs Charlotte Faithfull  
Headteacher