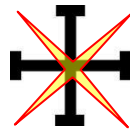


**ST. FAITH'S CHURCH OF ENGLAND
PRIMARY SCHOOL**

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Lighting the Path



Headteacher: Dawn James MA(Ed) B.Ed(Hons)

Together: We Learn, We Share, We Pray, We Care.
23rd January 2015

Dear Parents

Parents' Evenings for Year R to Year 5 : Tuesday 10th February and Thursday 12th February

We would like to invite you to book a 10 minute session with the class teacher to discuss your child's progress to date, the next steps and ways in which you can support your child at home. In line with the introduction of the new national curriculum in September 2014, your child's progress is now related to age appropriate expectations for the year group. Children are now assessed as meeting age appropriate expectations, below age expectations or exceeding age expectations and this will be discussed with you during your meeting.

Please be aware that teachers do need to conclude the session and keep to the ten minute slots in order to meet everyone as close to time as possible. Should you feel that you need a further discussion, please ask for this at the meeting and the teacher will arrange a time with you. We do want to make sure that we meet your expectations for effective communication at all times.

Parents of children in Year 4 need to book an appointment with Mrs Choules to discuss maths and English progress. They can also book an appointment with the class teacher if they so wish.

The online booking system for parents has now been upgraded and hopefully booking will be trouble free!

Logging in and booking instructions.

This will be available from 12.00 mid-day on Monday 26th January 2015

To make an appointment please use the link on the front of the St Faith's School Website or put the following address into your web browser:-

<https://parents-booking.netmedia.co.uk/stfaiths>

Once you have arrived at the Parent's Evening Booking system you will need to log in using your personal information. The software will ask for parent's title and surname. If you also enter your email address the system will be able to send your appointment to your inbox as confirmation of your booking. Next you enter the first name, surname and date of birth of your child. It is important that here you enter what they are known as on our registration system in school. If you need to check these details please pop into the school office.

Select the parents' evening within which you would like to make a booking and select a time of your choice from those available by clicking on the time in the booking table. It is possible to record any discussion topic that you may like to make the teacher aware of, this is entirely optional and a part of the software that you may or may not wish to take advantage of. Finally press "Make Booking" If you have more than one child you can then proceed to the next child and repeat the process. Make sure that you leave sufficient time between appointments. Once you have made all of your bookings, you will be able to print or email your appointment by pressing the relevant buttons at the top of the page. Be aware that your internet browser might have a "pop up blocker" when pressing Print appointments. You may need to "allow" the pop up and press the "Print Appointments" button again. Once you have printed or e mailed your appointment, you can log out.

If you do not have access to a computer, please ask for a form from the school office and the office staff will log in and make an appointment for your child from the time slots available and confirm the time to you.

Yours sincerely

Head teacher

