

23rd September 2026

PARENT CONSULTATION MEETINGS

Dear Parents and Carers,

Your child's teachers are looking forward to the opportunity of meeting you and talking with you about your child's progress.

Birch Class –14th October & 15th October
Chestnut Class – 14th October & 15th October
Cherry Class –14th October & 15th October
Oak Class – 13th October & 14th October
Willow Class – 13th October & 15th October

We will continue to use our on-line system for booking your appointment. We hope that all parents will be able to successfully log-in to eSchools using the log-in details provided to you previously. Please contact the school office if you need a reminder of those details or are not able to log-in. The process for booking an appointment is as follows:

- The booking window will open at 4.30pm today, and will close on Friday 9th October at 4.30pm.
- Follow these simple steps to book your slot:
 1. Log-in to eSchools and select 'Parents Evening' on the blue menu bar at the top of the page. You may have to click on the double arrow to find it (>>).
 2. Select your name.
 3. Select the parent's consultation session you wish to attend.
 4. If you have more than one child in school, you will book one appointment at a time. Select the name of the child whose teacher you wish to book first.
 5. Select the time slot that you wish to attend. You will only be able to see available appointments.
 6. Your confirmed booking will show in the 'Bookings' section. Should you wish to edit this at a later time you can do so by clicking on the 'Edit' button. You will not be able to make any amendments after 4.30pm on Friday 9th October.
 7. If you have other children in school, go back and repeat the process. We recommend that you leave a 20 minute gap between bookings.

Banks Road, Toton, Beeston, Nottingham, NG9 6HE. Web: www.banksroadschool.co.uk

- Where both parents will attend the meeting together only one parent will need to log-in to book an appointment. In the case of split families, both parents can log-in separately to make their individual appointments, if necessary.
- Parents of Birch Class children will only see Mrs Palmer's name on the booking system, but Mrs Palmer and Miss Holmes will be present at the meeting.
- Parents of Willow Class children will only see Mrs Racz' name on the booking system. Please note that Mrs Racz will take the meetings on Wednesday 13th October and Mrs Davies will take the meetings on Thursday 15th October.

In response to a few issues that we have experienced during the last couple of Parent's Evenings, we would like to remind parents of the following:

- Appointment slots are 5 minutes.
- Appointments are for discussing your child's progress in school.
- At the end of the 5 minute appointment the teacher will stop your conversation. They are not being rude or dis-interested but need to maintain the timetable for all parents.
- If they feel it is necessary, they will arrange to contact you at another time to continue the discussion. We would ask you to respect this.
- The teacher would like to have a conversation with every parent. Please endeavour to make an appointment.
- The dates for parent meetings are advertised well in advance. The teachers set aside two nights for meetings with parents. It is difficult for the teachers to arrange parent meetings outside of these times, and so we ask you please to make an appointment within these times. Thank you.

Children are most welcome to come to parent's evenings to share their work with parents, but we do prefer for the teacher consultation to take place without your child present. Children are welcome to wait in the shared area during the consultation meeting. Please be mindful that the shared areas will not be supervised by school staff during the appointments.

If you have any questions regarding the booking process, or difficulties accessing the booking system, please do not hesitate to contact the School Office.

Yours sincerely



Helen Taylor
Head Teacher