

Thursday, September 24, 2026

Teacher Parent Meetings - Appointment Booking

Dear Parent/Carer,

Our first Teacher Parent meetings of the year will be taking place just before half-term and you should use the Arbor platform for booking your appointment. This is a wonderful opportunity for you to discuss how your child is settling into class and engaging with their learning.

The Teacher Parent meetings will take place on:

- **Tuesday 13th October between 3.40pm and 5.30pm**
- **Wednesday 14th October between 3.40pm and 7.30pm**

Each appointment will last approximately 10 minutes. While we aim to stick to the schedule, we appreciate your understanding if there are slight delays.

A handy guide on how to book an appointment can be found here <https://support.arbor-education.com/hc/en-us/articles/203792102-Booking-Guardian-Consultations-Parent-s-Evenings-on-the-Parent-Portal-or-Parent-App>

The booking system will go live from **6.00pm on Monday 28th September.**

On the Arbor system you can now choose which parent or carer will be attending. If individual appointments are needed for separated families please ensure to only choose an appointment for the parent/carers who will be coming.

On the evening of your appointment please come to school in time for your meeting. The entry for Reception Year, Year 1, and Year 2 is through the main school entrance, please sign in with the staff member on duty and make your way to your child's class. There will be chairs and a selection of your child's work to look at while you wait for your meeting time.

We will have our always popular Book Fair available on the Tuesday and Wednesday evening, please do come and have a look. Cash and card payments are accepted.

Thank you for your support, and we look forward to seeing you soon! If you are unable to make your booked appointment you can change or cancel this using Arbor. Please do this at the earliest opportunity so that the appointment is then available for others, thank you.

If you do not have access to the internet, please contact the school office where we will be able to help you with booking an appointment.

Kind regards,

Hamstel Infant School

