

Oaklands Junior School

Headteacher - Mrs H West

Butler Road, Crowthorne, Berkshire RG45 6QZ

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www.oaklandsjunior-school.org.uk



27th September 2023

Dear Parents / Carers,

Parents' Consultation Evenings

We are very pleased to share with you that our consultation evenings for discussing **individual** pupils will take place on the following evenings, face-to-face in school, with the opportunity to view your child's books:

Monday 2nd October

3.40pm to 5.50pm

Wednesday 4th October

3.40pm to 5.50pm

Online week commencing 9th October*

3.40pm to 5.50pm

**Please note, online will be different for each teacher, so please do check the day/time via the link. In addition Mrs Broadhurst has arranged her days separately to those above due to personal circumstances and 5B parents should have already received a separate notification.*

These evenings will be an opportunity for class teachers to inform you of your child's progress and for you to discuss any areas of concern. We would strongly advise you to attend one of these sessions as your child's education is extremely important.

Appointments with the teachers will be held in the year group classrooms as set out below. During the evening, you will have the opportunity to look at your children's books in the Waiting Area Classroom and we would ask if you could make your way to the Parents' Evening Classroom five minutes before your appointment time and wait on the chairs provided outside the classroom door.

We will be using a buzzer system on each face-to-face evening to ensure we keep to time with 10 minutes for each appointment. If you feel you need more time to talk with your child's teacher, please feel free to make a separate appointment for a later date. Likewise, if you would like longer to view the books, please return to the Waiting Room Classroom.

Class	Year Group Teachers in Classroom	Waiting Area Classroom <i>Children's Trays</i>
3H	3L	3H
3L		
4D	4JG	4D
4JG		
5M	5B	5M
6N	6N	6A
6A		



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Grant Road, Crowthorne, Berkshire, RG45 7HZ



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SCHOOL



We do not have the facilities to supervise young children so please ensure you make alternative arrangements.

How to book

We are operating an on-line booking system for appointments which is available now at the following link:

<https://outlook.office365.com/owa/calendar/OaklandsJuniorSchoolParentsEveningOct23@OaklandsJunior.onmicrosoft.com/bookings/>

If you cannot see your child's class, please click 'Show More Services'.

All bookings must be made by 12.00 pm on Monday 2nd October.

If you are unable to access this system, you will still be able to book appointments via the school office. If you have more than one child in the school, please make sure that you leave a suitable gap between appointments in case they overrun slightly.

I will be available on both evenings if you have anything that you would like to discuss with me or even if you would just like to come and chat about anything! We will also have governors in school on these face-to-face evenings if you would like to talk to a governor. They will be wearing their lanyards so that you will easily be able to spot them.

For safeguarding reasons, please enter the Junior School only via the Butler Road pedestrian gate and make your way through the main Reception.

We look forward to seeing you.

Yours sincerely,

A handwritten signature in black ink that reads "H West". The letters are stylized and cursive.

Mrs H West
Headteacher