



**Saltford**  
CofE Primary School

Saltford CofE Primary School  
Claverton Road, Saltford, Bristol BS31 3DW  
T: 01225 872185 E: [contactus@saltfordschool.org.uk](mailto:contactus@saltfordschool.org.uk)  
W: [www.saltfordschool.org.uk](http://www.saltfordschool.org.uk)  @SaltfordPrimary

Headteacher: Dawn Sage  
Co-Chairs of Governors: Megan Jackson and Richard Rowland

October 2019

Dear Parents and Carers

**Parents' Evening Thursday 7<sup>th</sup> November & Tuesday 12<sup>th</sup> November 2019 - Online Appointment Booking**

I would like to invite you to attend our Parents' Evening on Thursday 7<sup>th</sup> November or Tuesday 12<sup>th</sup> November. This is an important evening and provides you with an opportunity to view your child's work and speak with the class teacher/teachers.

Our online appointment booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Mrs Godwin, the Inclusion Leader, is available to see parents. If your child receives SEN support you will be able to make appointments with Mrs Godwin on line, should you wish to see her. Please ensure the appointment with Mrs Godwin takes place AFTER you have seen your child's class teacher. There is no need to make an appointment unless there are any outstanding matters relating to your child's SEND to discuss.

Should you wish to make an appointment with Mrs Sage, please make an appointment AFTER you have seen your child's class teacher. These appointments can be made directly with the school office rather than the online system.

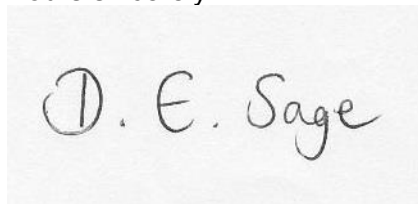
Appointments can be made from Sunday 6<sup>th</sup> October at 6 pm and will close on Sunday 20<sup>th</sup> October at 11.55pm. Should you wish to make any changes after this date please contact the school office. Please ensure you only book one appointment with your class teacher and Mrs Godwin if appropriate.

Please visit <https://saltford.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with the following information:

Student's First Name:           Forename  
Student's Surname:           Surname  
Students Date of Birth

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely



Mrs D Sage  
Headteacher