



Myton Park  
Primary School

**Together we Nurture, Inspire and Achieve**

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Headteacher – Mrs Janis Williams

10<sup>th</sup> November 21

Dear Parent/Carer,

### Consultation Evening

Our parental consultation evening for Reception to Year 6 will be held on Wednesday 1<sup>ST</sup> December 21 from 3:25pm – 7:00pm. This will allow you the opportunity to discuss your child's report should you wish to. School uses an easy to use online appointment booking system, which allows you to choose your own appointment times with teachers and you will receive an email confirming your appointment. If you have been invited to a SEND review meeting for your child you do not need to sign up for a consultation time as all information will have been shared during this meeting.

Nursery appointments will take place on Monday 29<sup>th</sup> November, Tuesday 30<sup>th</sup> November and Wednesday 1<sup>st</sup> December. The Nursery team will be in touch with you to co-ordinate this.

All consultations will be conducted via Microsoft Teams. Your child's class teacher will dial you into the meeting at the appropriate time via your child's email address. For this reason, we will need to be prompt with timings, should you require a longer discussion, this can be arranged to take place at a separate time.

The system will be open to make appointments from 5.00pm on Monday 22<sup>nd</sup> November and close at 12:00pm on Monday 29<sup>th</sup> November. Should you wish to make any changes after this date please contact the school office.

Please visit <https://mytonpark03.parentseveningsystem.co.uk> and follow the simple instructions to book your appointments. If you do not have access to the internet, please contact the school office.

Yours sincerely

*Janis Williams*

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Headteacher

