



Opportunities  
Bring  
Success

## Old Basford School

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Dear Parent/Carer,

4<sup>th</sup> March 2024

### Pupil Review Meetings – All children from Reception through to Year 6 Appointment Booking through the Arbor App/Portal

I would like to invite you to attend our Pupil Review Meetings on either  
**Tuesday 26<sup>th</sup> March OR Wednesday 27<sup>th</sup> March 2024**  
from 3.40pm to 7.00pm

This is an important event and provides you with an opportunity to meet with, and discuss your child's progress with their class teacher. Your child is welcome to attend this meeting with you so that they can take part in the discussion.

It is one appointment per child and time slots are limited to 10 minutes only. If you feel that you require more time, please arrange a separate appointment with the class teacher. It is a very important meeting, as partnerships between home and school are vital in order for your child to make the best possible progress.

To book an appointment using our online system, you need to log in to the Arbor Parent Portal/Arbor App.

The earlier you access the online booking system the more choice you will have regarding booking times. Online appointments can be made from **Noon (12.00pm) on Tuesday 5<sup>th</sup> March** and will close on **Tuesday 19<sup>th</sup> March at Noon (12.00pm)**

**If you have not made an appointment online by this date, we will allocate you an appointment from the times left and notify you of this.** If you have any difficulties booking an appointment, please contact our school office team who will be happy to make appointments on your behalf.

To access the guide on how to book an appointment, please click the link below

<https://support.arbor-education.com/hc/en-us/articles/203792102-Booking-Guardian-Consultations-Parent-s-Evenings-on-the-Parent-Portal-or-Arbor-App>

In advance of the evenings, thank you for coming to our pupil review meetings. We are very much looking forward to seeing you.

It is so important you attend as it gives your child a clear indication that you are supporting their learning and their education.

Yours sincerely

Mrs L Duffin  
Headteacher

