



12<sup>th</sup> October 2018

Dear primary parents,

**Re: Primary appointment slots, term 2**

I am writing to invite you to book an appointment ([LIVE LINK](#)) for the first parent meeting of the school year.

We are delighted to welcome you into your children's classrooms on **Monday 29th October** or **Monday 5th November** to meet with your child and their teacher, review their attendance and behaviour, see the work they have produced in class so far and look ahead to the curriculum in HT2.

Please note that we are asking you to pick up your children at 2pm rather than 2.50pm on both these days to ensure teachers have good time to meet with every parent.

There will be a crèche available for younger siblings to go to. Please arrive early for your appointment if you have other children to drop off at the crèche.

When booking online, you will need to use your full name and the full name of your child, spelt and formatted in the same way that it is on the school database.

If you are experiencing any difficulties with logging into the online booking system, please email [parents@kingsolomonacademy.org](mailto:parents@kingsolomonacademy.org) explaining your difficulty. Please note however that bookings cannot be made via this email address.

If you have prior commitments which are completely incompatible with the dates and times we have available, please do contact us via email to arrange an alternative time.

Looking forward to seeing you all.

**Beth Humphreys**  
**Vice Principal: Head of Primary**