

South Farnborough Junior School

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Headteacher: Mrs J Byrne

13th February 2026

Parent/Carer Consultation Meetings

Dear Parents/Carers

We would like to invite you to discuss your child's progress and wellbeing with their class teacher. We will be offering face-to-face appointments on **Monday 23rd March** to be held in the school hall/ELSA room.

Appointment times:

- During the school day: **1:00pm to 3:00pm**
- Early evening hours: **4:00pm to 5.30pm**
- Late evening hours: **6:00pm to 8:00pm**

Appointments are strictly **10 minutes**. Please arrive on time as late arrivals may result in a shortened or missed slot to ensure all appointments take place as scheduled.

We politely request that children do not take part in the meeting. If they accompany you, they must wait in the allocated seating area.

We can only offer one appointment per child. We would ask that separated parents please coordinate their availability so that they can both attend the same appointment slot. If this is not a suitable arrangement for your family, please contact the school office to discuss further.

How to Book Your Appointment

Appointments must be booked via Arbor (parent portal or app)

- Booking opens: Friday 13th February at 7:00pm
- Booking closes: Wednesday 18th March at 3:25pm

If you require any assistance with the booking process, please do not hesitate to contact the school office on 01252 565682 or email adminoffice@southfarnborough-jun.hants.sch.uk.

We look forward to seeing you and discussing your child's progress.

Kind regards

Mrs J Byrne

Headteacher

