Istead Rise Primary School

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Downs Road
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4th November 2026

Dear Parents/Carers,

Re: Parent Consultations – Wednesday 18th November 2026

We are pleased to be offering face to face parent consultations for your child this term. Consultation meetings will take place on Wednesday 18th November, between 1:15pm and 7.00pm.

All teachers will be based in the Key Stage 2 Hall. Entrance to the Key Stage 2 hall is via the school Office.

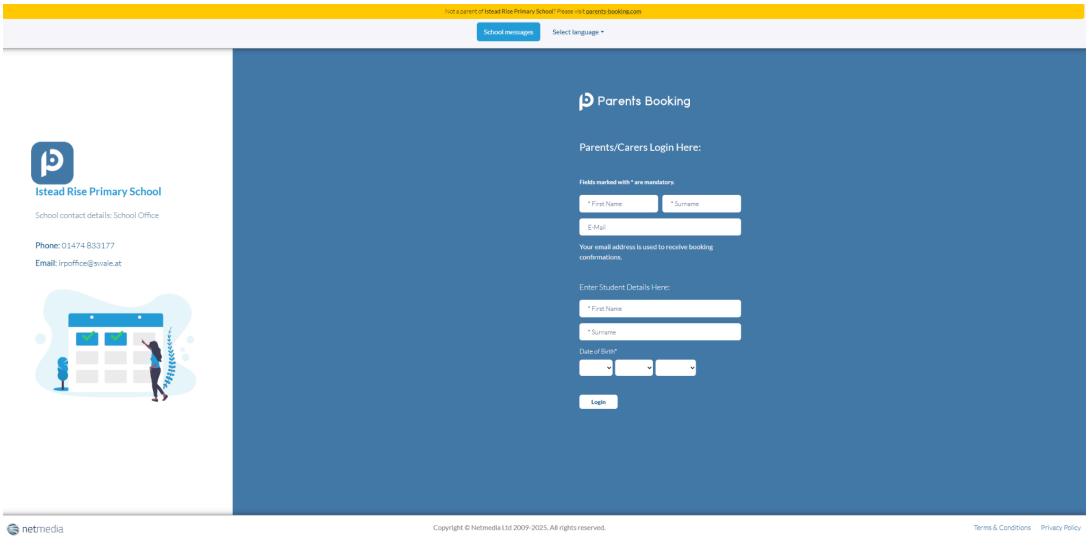
Please note that the time for each consultation is limited to ten minutes. Your child's books will be available for you to view and we would encourage you to arrive slightly earlier than your appointment slot, to allow time for you to do this.

Mrs Andreou (Inclusion Leader) will also have time slots available for you to book, should you wish to discuss any matters regarding additional needs. Please contact the school office directly to book an appointment to see Mrs Andreou.

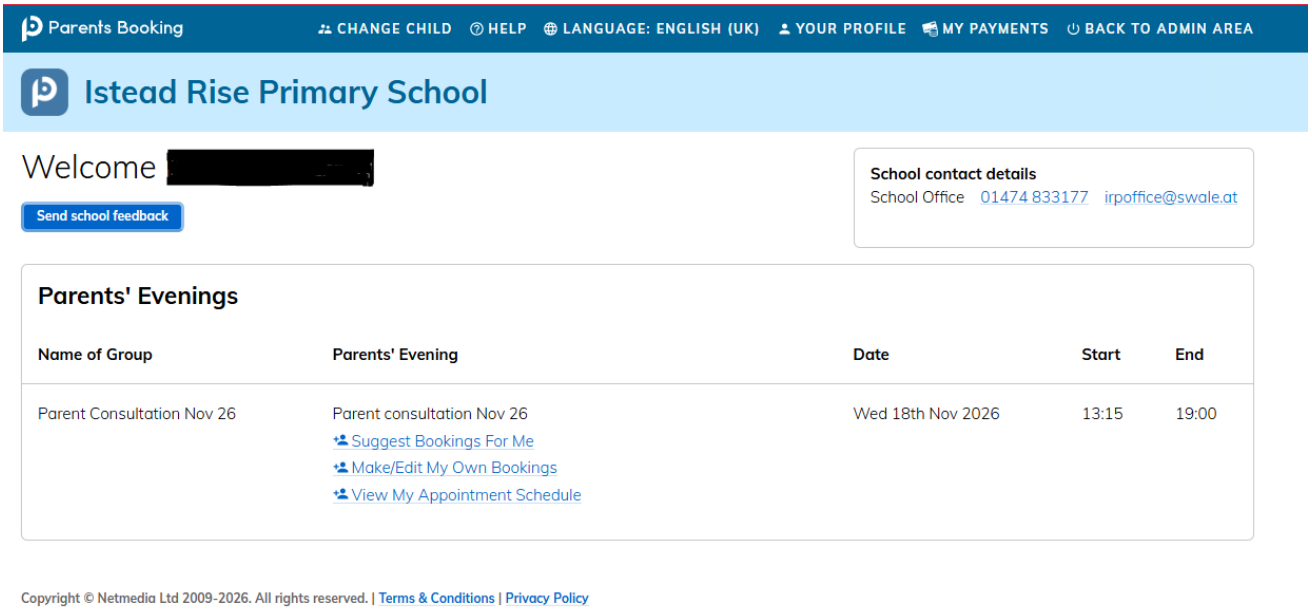
To book teacher appointments please log in to our Parents Bookings system via this link https://parents-booking.co.uk/isteadriseprimarysc. Appointments will work on a first come first served basis. This link will also be sent to you via T2P on the morning of **Friday 6th November at 9.30am**.

You will need to follow the steps below to complete your bookings - please ensure you book 2 appointments if you have more than one child.

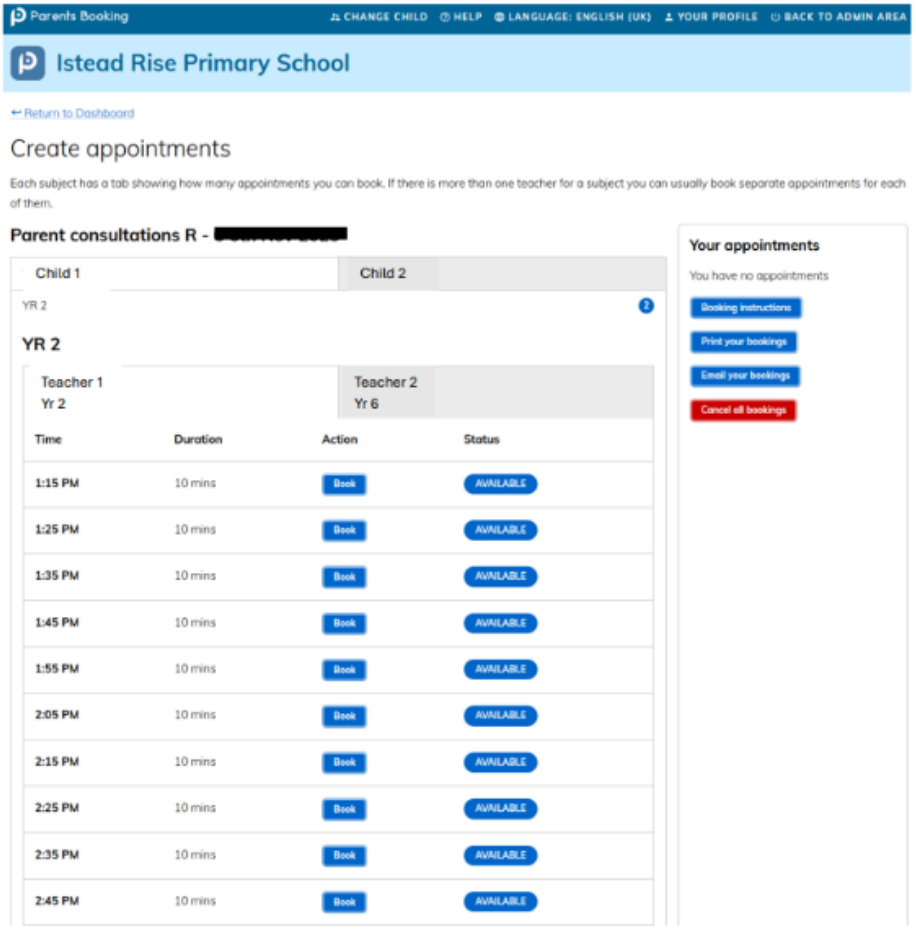
1. Click the link above to take you to the booking page. You will need internet access to do this.



2. Enter your first name and surname and your child's first name, surname & date of birth to continue. If you have more than one child, any of their names will work.

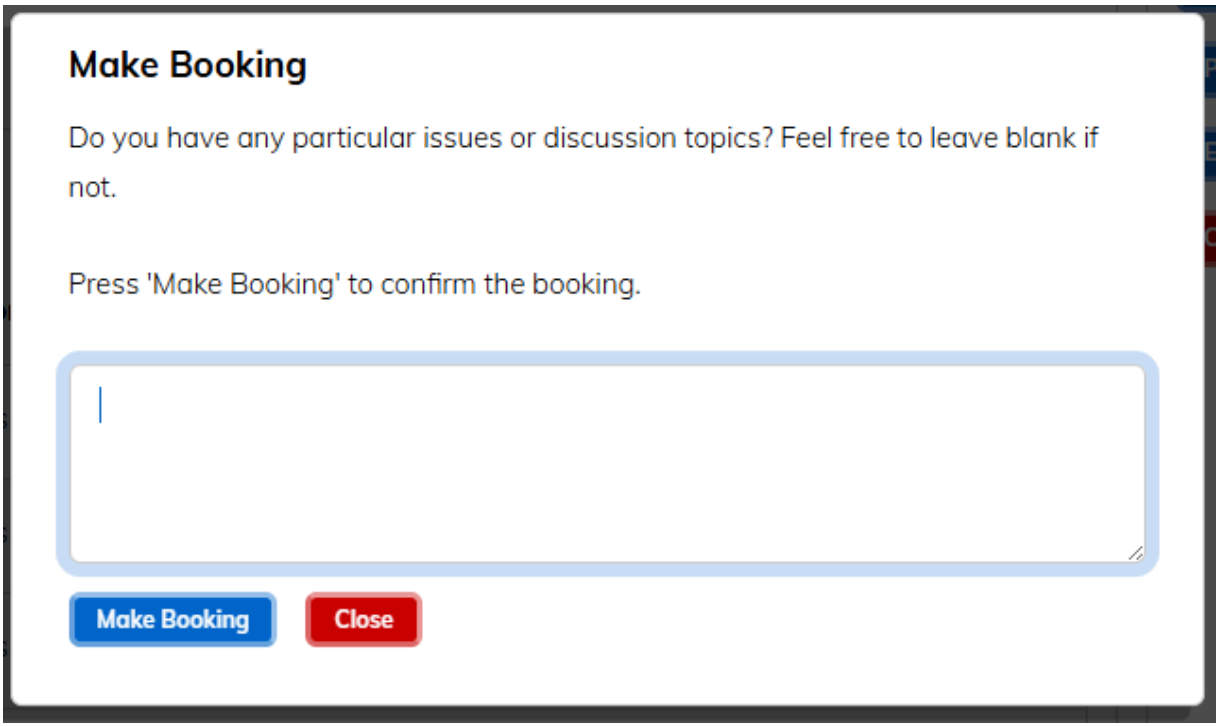


3. Next select '*make/edit my own bookings*' or '*suggest bookings for me*'. This will show your child or children if you have more than one.



4. Select each child header and select the time slot you would like to book from the slots that are available and press '*book'.*

5. Add any comments you wish to make or leave blank if none - select '*make booking'* to complete the booking



6. At any time before the Parent Consultation evening, you can click back into your account via the original link and amend your booking times based on the availability.

If for any reason you are having issues making a booking, then please feel free to call the school office where we will be able to assist you.

Please note that the link is only sent to the first named parent on our system and not both parents (unless this has been pre-arranged with the school office).

Consultation appointments will be live from Friday 6th November at 9.30am until Friday 13th November. You will receive a reminder text message prior to the bookings opening.

We look forward to seeing you.

Yours sincerely

Mrs M Clark
Head of School