



Downton Church of England VA Primary School

Gravel Close, Downton, Salisbury, Wiltshire SP5 3LZ

Telephone: 01725 510556

Email: admin@downton-pri.wilts.sch.uk Website: www.downton-pri.wilts.sch.uk

Headteacher: Mrs Paula Carlton BA (Hons) QTS NPQH

Deputy Headteachers: Mrs A Bates BSc (Hons) QTS & Mrs M Ford BA (Hons) QTS



Monday 27th February 2023

Dear Parents,

Parents Evenings

We are writing to share with you a change to the date, time and format of Parents Evening as previously shared on Dates for the Fridge. This term, each year group will have a virtual and in-person appointments on one day, details of which are found below:

Class	Date	Virtual Appointments	In-Person Appointments
Rabbits & Squirrels	Wednesday 29 th March	1:30 – 3:30	3:40 – 6:30
Foxes, Dormice & Hedgehogs	Wednesday 29 th March	1:30 – 3:30	3:40 – 6:30
Badgers, Hawks & Kestrels	Thursday 30 th March	1:30 – 3:30	3:40 – 6:30
Stags	Monday 27 th March	1:30 – 3:30	3:40 – 6:30
Owls	Thursday 30 th March	1:30 – 3:30	3:40 – 6:30
Falcons	Tuesday 28 th March	1:00 – 3:30	3:40 – 6:00

We will continue to use the Parents Evening booking system which allows you to choose your own appointment times with teachers. You will receive an email confirming your appointment so please keep the confirmation email safe as this will enable you to access the meeting on the day if you have booked to attend an online appointment.

To access the booking system, please follow this link: <https://downtonpri.schoolcloud.co.uk/>

These 10 minute appointments will give you the opportunity to discuss any concerns you have with your child's school report which will be sent home on Wednesday 22nd March. Bookings will open at 6pm on Friday 24th March after you have received your child's report. When booking your appointment, there is a comments box where you can add a note for the class teacher ahead of the meeting. Please note that the 10 minute duration for our virtual appointments is facilitated and controlled by the software so unfortunately staff will be unable to extend the meeting if it starts late.

We ask that if you have a more complex matter you would like to discuss with your child's teacher that this is arranged for a separate time in order for the meetings to run on time.

We appreciate your co-operation in making time to attend an appointment on the set dates above. If for any reason you are unable to make the dates given, please let us know.

Yours sincerely,

Paula Carlton
Headteacher

