



Round Hill Primary School
'Dream, believe, achieve together'

- ✓ Reflecting
- ✓ Daring
- ✓ Persevering
- ✓ Dreaming
- ✓ Together

Round Hill Primary School

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21st September 2026

Dear Parents/Carers,

Parents Evening – Book Online via Arbor

Tuesday 13th October & Wednesday 14th October 2026, 3.50 p.m. to 6.30 p.m.

The first face to face Parents Evenings of the school year are fast approaching. This will be an opportunity to discuss how your child has settled into their new class and look at their achievements so far this year.

You will need to book an appointment through the Arbor Parent Portal or App. The Arbor booking system will 'go live' on Thursday 24th September at 6.00 p.m. If you need them, instructions can be found on the [Arbor Support Page](#) for how to book your appointment. The booking system will close on Monday 12th October at 6.00 p.m.

Important Information – Parents' Evening Bookings

- Please ensure that only one parent or carer logs into the Arbor Parent Portal or App to make your booking.
- Separated parents/carers are welcome to book individual appointments.
- **NEW – The meeting with the teacher will take place in the school hall.** You are advised to arrive in the hall a few minutes before your time slot. Parents will be able to visit classrooms and look at books inside the classroom before your appointment time.
- To ensure fairness and help us keep to time, each appointment will last 8 minutes. Teachers will do their best to structure the discussion so that it doesn't end abruptly. If a further conversation is needed, a follow-up meeting can be arranged.
- Please note that if you arrive late, your appointment may not be able to take place.
- These appointments are for all children across the school. Separate SEND review meetings will also be arranged and will take place in December.

Parents Evening Drop-in Sessions

- SEND: Mrs Ransford will be in the entrance hall.
- Taylor Shaw Catering: A member of the team from Taylor Shaw will be in the entrance hall from 3.50 p.m. to 5.00 p.m. on both days if you have any questions about the school lunches.
- The Senior Leadership Team and Governors will be on hand to show people to classrooms and are available for informal chats. They will also be asking parents to complete the [Annual Parental Questionnaire](#).
- A reminder that [key policy documents are available on our school website](#), including: A Parental Code of Conduct, The Complaints Procedure and Managing Unreasonable and Vexatious Communication.

If you have any questions, please contact the school office.

Yours faithfully

Adrian Nash

Adrian Nash
Head Teacher



Daring

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