



Totley Primary School
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Headteacher: Mr Ben Paxman
Chair of Governors: Mr Alex Munro

Monday 30th September 2019

Dear parents and carers,

Our Autumn term parents' evenings will be taking place on Tuesday 22nd and Wednesday 23rd October. This is a really valuable opportunity to meet with your child's teacher and discuss how they have settled into their new class, as well as see work in children's books and learning journeys. Appointments will be 10 minutes in length and we would greatly appreciate it if people could adhere to this.

Once again we will be using an electronic system for parents and carers to book an appointment to see class teachers. However, this will now work via the same 'Edulink' app that we are using for our school text messaging service. This link will be available via a new menu icon called 'Parents Evening' on the evening of Monday 7th October from 7pm to enable you to book appointments.

Please note that children on the SEN register will be able to make appointments using this link for meetings with Mr Barnes during school hours over a 3 week period from week commencing Monday 4th November.

If you have not already done so, we would ask that you download the Edulink app to your phone or device to ensure that you have access to make bookings. Please be reassured that bookings can also be made by phoning the school office, after the 7th October, who will do this manually for you.

Yours sincerely,

