



Parklands Primary School, Spinney
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Friday 27th February 2026

Dear Parents,

Parents Evening- Online Appointment Booking System

I would like to invite you to attend Parent's Evening.

The appointments will be held on the following dates:

Tuesday 17th March and Thursday 19th March 2026

Times: 15:30 – 16:50 (staff break) 17:30 – 18:50

We will be using the Arbor online booking system which allows you to choose your own appointment times with teachers. Once you have placed a booking, you will receive an email confirming your appointment details. Information on how to book can be found below.

The booking system will open at **15:30 today and will close at 2:00pm on Monday 16th March 2026**

Should you wish to make any changes after this date please contact the school office.

To book an appointment: Log into your Arbor App/Parent Portal and select "Guardian Consultations." Select the date and follow the instructions to book a time slot for your child's teacher. Following this you will receive a confirmation email and the details of your booking will be visible on your account.

Please only book 1 appointment per child per family. We are aware that we have separated parent families, and that different appointments are required and for this reason one appointment per parent is permitted. If you do not have access to the internet or have any issues accessing the parent app/portal please contact the school office who will be happy to add appointments on your behalf.

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