

Hall Green Primary School
Westminster Road
West Bromwich
B71 2JQ
Tel: (0121) 588 2080
Head Teacher – Mrs Gilbert



Parents' Evening – Week commencing Monday 10th March 2025

Dear Parent(s),

We warmly invite you to our parents' evening, which will take place between, 3.45 – 6.00pm. Due to various things happening in school, Year 4's parents evening will be on Monday 10th March with Reception, Year 1, 2, 3, 5 and 6 being on Tuesday 11th March. Nursery parent will be able to book a slot either throughout the day on Monday 10th March or on Tuesday evening. We really hope to see you all there!

We will be using an appointment system for this parents' evening to ensure you can have a dedicated time with your child's teachers. Appointments can be booked via Arbor from 12:30pm on 5th March and booking will close on Sunday 9th March at 3pm. All parents should also have an option to book an attendance meeting with Mrs Taylor during parents evening if you have any queries or require support with your child's attendance.

As done previously, **you will meet teachers in classrooms**. Mrs Taylor will meet with parents in the parents room. You will enter the school building via the front main doors and make your way to classrooms from there. If you are bringing children with you to the appointment, please keep them with you and ensure, for health and safety reasons, they do not run along the corridors or on the stairs.

As always, we will try to stick to time, but please be patient if teachers run over. Please note that appointments are for 5 minutes only. If you feel you need longer, please make an arrangement with the teacher rather than keep other parents with appointments waiting.

Times will be booked on a 'first come first served' basis. Once the appointment times are all taken, you will no longer have the option to book a time and you will need to speak directly to class teachers to try and arrange a time to see them.

Should you require any support booking a slot, you can contact the office who should be able to help further.

Yours sincerely,
Mrs K MacDiarmid