Bentley Avenue, Yaxley, Peterborough PE7 3ZT
Tel: 01733 703611 **Email:** help@fourfields.cambs.sch.uk
Headteacher: Mrs. Sue Blyth
Assistant Headteacher: Mrs. Lucy Hewerdine
School Business Manager: Mrs. Clare Watchorn
www.fourfields.cambs.sch.uk

12th October 2026

Dear Parents and Carers,

Parents' Consultations – Wednesday 4th November

It is that time again where our teaching staff would like to invite you to discuss with them how your child is progressing this year.

On the 4th November we will be holding the parent consultation over one day. The appointments will begin at 1.30pm and will run into the evening.

Each session is limited to 10 minutes and you are welcome to discuss any concerns you may have regarding your child's experience at school. If you find that 10 minutes is not long enough, you will need to make a further appointment at another time so as not to inconvenience other parents who will be waiting after you.

We would kindly ask that, wherever possible, children do not attend Parent Consultations with their parents.

We completely understand that this is not always possible, and of course we will always welcome children if you have no alternative childcare. However, there are times when teachers need to talk openly with parents about a child's learning, progress, behaviour or wellbeing, and we want to make sure that these conversations can be as honest and helpful as possible without the child being present.

Our conversations are always intended to support your child and help us work together to give them the very best experience at Fourfields. We simply want to make sure that anything discussed between adults stays there, so that children can come into school the following day feeling happy, confident and ready to learn.

Please note that examples of children's work will not be available during these consultations. However, we will be hosting a separate event where you will be able to view your child's work and celebrate their achievements. Details of this will follow.

Appointments should be made using our electronic booking system through Arbor, which will ensure you have an appointment which is convenient for your family. Please make your booking for each child / each teacher direct using the following link or using the link from the school website:

https://login.arbor.sc/

You can find a helpful guide on booking your Parent Consultation on the Arbor portal or app, by clicking the link below:

Guide to booking Parent Consultations on Arbor

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If you are unable to access the internet, please contact the school office who can make the appointment direct, dependent on the appointment times available.

Please note, the appointments will be available to book from **Thursday 22nd October at 6.30am and will close on Tuesday 3rd November at 10.30pm.**

We understand that separated parents may wish to have individual appointments for parents' evening; however, due to time constraints, we are only able to offer one appointment per child unless in exceptional cases. If it is possible to come together, this would be greatly appreciated but we do understand that sometimes this is not feasible. In this case, please do contact us and we can try to accommodate outside of these dates.

Please come to the school office 5 minutes before your appointment and we will take you down to the hall for your meeting.

Yours sincerely,

Sue Blyth

Headteacher