Bentley Avenue, Yaxley, Peterborough PE7 3ZT
Tel: 01733 703611 **Email:** help@fourfields.cambs.sch.uk
Executive Head Teacher: Mrs. Sue Blyth
Head of School: Mrs. Lucy Hewerdine
School Business Manager: Mrs. Clare Watchorn
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14th October 2025

Dear Parents and Carers,

Parents' Consultations – Tuesday 4th & Thursday 6th November

As we reach the end of the Autumn term, the teaching staff would like to invite you to discuss with them how your child is progressing this year. Examples of the children's learning will be available for you to see. 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. If you came last year, you will know about Mrs Blyth's bell!

Appointments should be made using our new 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

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 site does not open until ***Wednesday 22nd October at 6.30am*** *and will close on* ***Monday 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 around 10 minutes before your appointment where you will be directed to a waiting area to spend time browsing through your child's books and then you will be escorted to your child's teacher by one of our very able Year 6 children for your consultation.

Yours sincerely,

Lucy Hewerdine

Head of School