



**PURBROOK INFANT SCHOOL**  
**ALDERMOOR ROAD EAST, PURBROOK PO7 5NQ**  
**Telephone: 023 9261 0761**  
**Email: [adminoffice@purbrook-inf.hants.sch.uk](mailto:adminoffice@purbrook-inf.hants.sch.uk)**  
**Headteacher: Lisa A de Carteret**  
**Assistant Headteacher: Paul Stray**  
**School Business Manager: Hazel K Dean**



03 January 2023

Dear Parents/Carers of Children in Year R

**Parental Consultations: Monday 09 January and Wednesday 11 January 2023**

In order for us provide you with an update of your child's progress we would like to offer all parents of children in Year R the opportunity to have a meeting with their class teacher.

The booking website is now up and running which will enable you to book your ten-minute parental consultation with your child's class teacher. Please can you make sure that you are booking with the correct teacher and make the booking under your **child's name, not your name**. Please also ensure that you have booked on the correct date.

Please click on the link to book: [Year R Booking Website](#)

Please note that these meetings are scheduled to last a maximum of ten minutes. Unfortunately, we are not able to overrun as we have other parents waiting for their parental consultation to take place. Should you require more time, please feel free to make an additional appointment with the class teacher or Mrs de Carteret at a later date.

Please can you keep a note of the time you have booked. You will receive an automated email confirming this so please keep this somewhere easily accessible as not all office staff are able to access the booking system to remind you of your appointment time.

Yours sincerely

Mrs L A de Carteret  
**Headteacher**