

Exeter Children's Federation

Headteacher: Mrs Gill Brown

20th September 2021



Dear Parents/Carers

We are writing to let you know that Parent Consultations will take place on **Tuesday 5th and Wednesday 6th October** between 3:30 – 5.00pm, for all pupils from Foundation to Year 6. These consultations will take place by a phone call from your child's teacher. Parents of SEND pupils will also be able to book a consultation with Mrs Jeffrey the SENDCo.

The online booking system will be open from 7pm this evening for you to book a 10-minute appointment at a time convenient for you. To do this please log into your account at www.scopay.com or on the **ScoPay App** and select the Parents Evening tab.



It is important to make sure your contact details are up to date on the **SIMS Parent App** so that your child's class teacher can call you to discuss your child's learning and plan their next steps.

If you have not yet registered on ScoPay or SIMS Parent App, emails were sent on Monday 13th September with details on how to set these up. Please call the office if you have not received them.

If you require a translator, please let the school office know and we will arrange this for you.

Yours sincerely

Mrs Brown
Headteacher