



BOTLEY C of E (Controlled) Primary School
52 High Street, Botley, Southampton SO30 2EA
Telephone: Botley (01489) 782308
Email: adminoffice@botley.hants.sch.uk
Website: www.botley.hants.sch.uk
Headteacher: Mr J Cooil B.A. (Hons) PGCE QTS
Acting Deputy Headteacher: Mrs R Shuttle B.Sc. (Hons) PGCE QTS

13th February 2025

Dear Parents,

PARENT - TEACHER CONSULTATION MEETINGS
4th and 5th March 2025

Parent consultation meetings will be taking place on Tuesday 4th and Wednesday 5th March 2025, following the issuing of Mid-Year progress reports on Friday 28th February.

Parental appointments will be for a maximum of ten minutes and the sessions will run from 3:30pm until 6:30pm. To be fair to all parents, and to prevent long periods of waiting, teachers will have to end the meeting after the allotted time, but if further time is required then they may be able to arrange an additional meeting for you at another time.

If you have a Year 6 child who is taught by Mrs Shuttle for Maths, she will be available for you to meet with after you have met your child's class teacher.

Mrs Roberts will be available on the Tuesday evening if you have any SEND queries. She will be arranging remote meetings to touch base with parents of children on the SEND register later this half-term.

Appointments can be booked via the online payments system SCOPAY and this form will go live on Monday. If you have any queries regarding this please contact the school office.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'J Cooil'.

Mr J Cooil
Headteacher

