



Tuesday, 12th May 2026

Dear Parents and Carers,

RE: Primary Update – Parent Teacher Meeting (PTM) and School timing

As we approach the end of the academic year, we would like to share details regarding our final Parent Teacher Meetings within the Primary School and gather feedback around school timings for the next academic year.

2025-2026 Parent Teacher Meetings

This year, we want to ensure that our Parent Teacher Meetings provide a purposeful and meaningful opportunity for families. As a result, these meetings will be focused specifically on your child's end of year assessments.

During the meetings, teachers will talk through:

- Your child's assessment papers and outcomes
- Areas of strength and success
- Key next steps and targets moving forward into the next academic year

These meetings will be led by teachers from the year groups.

For classes that have been impacted by staffing changes or teachers not returning, we will provide parents with the opportunity to meet with another class teacher from the year group, who will be able to discuss the assessment outcomes and next steps in detail.

Following the Parent Teacher Meetings, all families will receive a full written report summarising your child's achievements and progress across the year. [Attached](#) is an example of the report we will be sending home so you can see the level of detail and structure.

In order for us to establish the most appropriate model for our families, we would appreciate parents indicating whether they would intend to sign up for an end of year meeting. This information will help us determine whether we require one or multiple evenings of appointments in order to accommodate demand effectively. Any parent who does not sign up for a meeting will still receive a full report.

[Parent Teacher Meeting Intention - EYFS – Fill in form](#)

[Parent Teacher Meeting Intention - Year 1 – Fill in form](#)

[Parent Teacher Meeting Intention - Year 2 – Fill in form](#)

[Parent Teacher Meeting Intention - Year 3 – Fill in form](#)

[Parent Teacher Meeting Intention - Year 4 – Fill in form](#)

[Parent Teacher Meeting Intention - Year 5 – Fill in form](#)

[Parent Teacher Meeting Intention - Year 6 – Fill in form](#)

2026-2027 School Timings



Alongside this, we are also beginning to gather parent feedback regarding the structure of the Primary school day for the next academic year.

Over recent years, we have adapted timings in response to a range of operational factors. As we now look ahead to 2026–2027, we want to ensure that our timings best support children, families and the wider school community.

As part of this, we are exploring the possibility of moving towards a consistent finish time across the week, rather than continuing with shorter days on Tuesdays. With this in mind, we are considering bringing the finish time to 2.00pm for Key Stage 1 and Key Stage 2 to better support family routines and the overall balance of the school day.

Alongside this, we remain dedicated to continually improving our curriculum offer across the Primary school. By moving towards a more consistent structure each week, this would allow us to dedicate greater time and consistency to both core and wider curriculum subjects, whilst also creating additional opportunities for focused learning support, interventions and extracurricular activities after school.

For our EYFS families, we are similarly gathering feedback around preferred timings and structures for the FS1 and FS2 phases.

Please complete the feedback form below. Your views will play an important role in helping shape our planning and ensuring that any future decisions reflect the needs of our school community.

[Primary School Day Timings – Fill in form](#)

We know how important routines and consistency are for family life, particularly for those with siblings across different phases of the school. With this in mind, any adjustments would be designed to align smoothly with the wider school day, helping to ensure a calm, consistent routine while avoiding unnecessary disruption or significantly different start and finish times for families.

Thank you, as always, for your continued support throughout the academic year.

Kind regards,

William Winton

Head of Primary