St Anne's Catholic Primary School

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Friday 27th February 2026

Book Your Child's Parent Progress Meeting via Arbor

Dear Parent/Carer,
We are pleased to invite you to book a **Parent Progress Meeting** for your child. This is a valuable opportunity to discuss their progress, celebrate achievements, and raise any questions or concerns you may have.

Booking will open on Monday 2nd March at 5:00pm and close on Sunday 15th March at 5:00pm.

All appointments must be booked using **Arbor** via the Parent Portal or Parent App. **If you haven't already downloaded the Arbor App see the instructions over.**

Once you have downloaded the Arbor App and logged in -How to Book Your Appointment

1. **Log in**
   Log into the Arbor Parent App. Please ensure you have your login details ready.
2. **Select a Time Slot**
   Once logged in, navigate to the **'Guardian Consultation'** section. You will see the available time slots for your child's meeting. Select a time that is convenient for you.
3. **Confirm Your Appointment**
   Follow the on-screen prompts to confirm your booking. You will receive a confirmation email once your appointment has been successfully scheduled.
4. **Need Help?**
   If you experience any issues while booking, please contact our admin team at **the school office** and we will be happy to assist you.

How to Book for Siblings
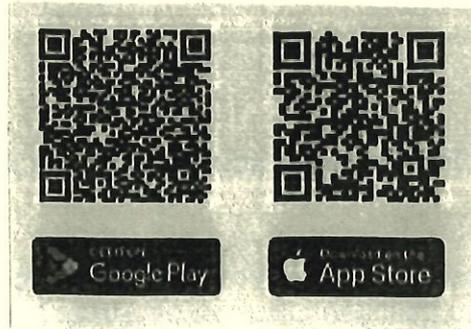If you have more than one child in school, please follow these steps:

1. Log into the Parent Portal or Parent App.
2. Confirm each child's date of birth before booking.
3. Select the **Guardian Consultation** event for each child.
4. Choose from the available time slots and select which guardians will attend.
5. Confirm your booking — you will receive email confirmations for all siblings.
6. You may edit or reschedule bookings if needed before the closing date.

If you require any assistance, or would prefer to arrange a separate meeting, please contact the school office.

Downloading the Arbor App

Your username is the email address we have on our records, scan the QR code below

Click Forgot your password? to finish setting up your account. This will send a temporary password to your email for you to log in with.

The Parent App can be downloaded from either the Playstore on android phones or the Apple Store on iPhones.

We look forward to discussing your child's progress with you.

Mrs G Murphy

Head Teacher