

31st January 2019

Dear Parents/Carers



VIP Event - Mornings for Reception to Year 6

As you will have seen on our Calendar on the School Website, this term we will be holding our **'Bring an Adult to School' VIP Morning on Tuesday 12th February.**

We would like each child to invite **one Very Important Person** (mother, father, grandfather, grandmother or other relative) into school to spend a morning learning with them! VIPs will be able to join in with their child's learning in English and Maths lessons.

Due to the size of some of our classes and the number of VIPs who attended in the Autumn term, we are asking that parents sign up for one session: either the first session from 9.00 or the second session from 11.00. This is to ensure that our classrooms remain safe and the children and adults are able to access the lesson.

Our timetable for the morning is:

Session One:

Arrive from 8.45am. Tea and coffee will be available in the hall.

At 9.00am children will collect their VIPs. VIPs of Robin Class will be escorted to the Pavilion.

10.15am Children will escort their VIPs to the office where we ask that VIPs sign out.

Session Two:

10.35 Tea and coffee will be available in the hall.

10.55 Children will collect their VIPs.

12.05 Children will escort their VIPs back to the office.

During the morning you will be able to take part in lessons (don't forget to put up your hand!) and see how your child learns in class. If you have more than one child at the school, you are very welcome to visit their classes throughout the morning. Whilst you are welcome to stay for the whole session, if you need to leave earlier, please sign out at the school office.

Research has found that parents who are fully involved in their children's early education have a significant impact on attainment and on future aspiration. High parent-involvement with seven to eleven year olds is linked with better national examination performance at age 16.

For safety and safeguarding reasons, we need to know numbers and names of people attending in advance. You will be able to book your place via our parent booking system: <https://plaistowandkirdfordschool.parenteveningsystem.co.uk/> or via the school office. Please see attached for how to book using the parent booking system, which will open at 5.00pm on 31st January 2019. Please reserve your place before Monday 11th February 2019.

We will be holding another VIP morning this academic year on **Tuesday 4th June 2019.**

Many thanks for your support,

Mr King
Head Teacher

How to book events using the Parents Booking System

1. Please go to: Plaistowandkirdfordschool.parentseveningsystem.co.uk/
2. Enter your Title from the drop down box
3. Enter your First Name – in full (Capital letter for the Initial letter only)
4. Enter your Last Name (Capital letter for the Initial letter only)
5. Enter your Email Address (the email address you use for the school to contact you)
6. Re-enter your Email Address
7. Enter your Childs First Name – in full (Capital letter for the Initial letter only)
8. Enter your Childs Last Name (Capital letter for the Initial letter only)
9. Enter your Childs Date of Birth (dd/mm/yyyy)
10. Press 'Login and Continue'
11. The next screen should allow you to continue to book your requested clubs.