



Wednesday, 19th November 2025

Dear Parents and Carers,

Re: Primary Parent Teacher Meetings

Following the feedback from our recent parent survey, we are pleased to share that this term's Parent-Teacher Meetings will offer both in-person and online options. We recognise that families have different needs and schedules, and we are committed to providing a flexible system that enables all parents to meet with their child's teacher.

To ensure the process runs smoothly and remains fair for all families, we will be clear and consistent with appointment timings, and we kindly ask that all parents book a slot in advance. Unfortunately, we will not be able to accommodate parents arriving without a scheduled appointment, as this impacts the timetable for others. Each appointment will be a maximum of 10 minutes in length, regardless of whether the evening is online or in person.

The schedule is as follows:

Tuesday 25th November – In-Person & Online

- 1:00pm – 3:45pm: In-person meetings on campus
This session is dedicated solely to face-to-face appointments to ensure a calm and organised experience.
- 4:00pm – 5:00pm: Online meetings
For parents who prefer a virtual appointment later in the afternoon.
- Arabic and Specialist teachers will be in the MPH throughout this session and can be met in person.

Wednesday 26th November – Online Only

- 4:00pm – 6:30pm: Online meetings for all teachers
This extended window offers additional flexibility based on parent feedback.

Open Classroom Sessions

To allow parents to view pupils' work directly, we will continue to offer Open Classrooms:

- Sunday 30th November – Thursday 4th December
Classrooms will be open for the first 30 minutes after school each day for parents to celebrate their child's learning and progress.

Further details, including booking guidance and meeting links, will be shared tomorrow (Thursday 20th November).



We will use the same booking system for both the online and in-person events.

Thank you for your continued cooperation and support. By working together, we ensure every child at Capital School feels valued, supported, and proud of their achievements.

Warm regards,

William Winton

Head of Primary