



# Oughtibridge Primary School

Naylor Road, Sheffield, S35 0HG | tel: (0114) 286 3167

email: [enquiries@oughtibridge.sheffield.sch.uk](mailto:enquiries@oughtibridge.sheffield.sch.uk) | web: [www.oughtibridgeschool.co.uk](http://www.oughtibridgeschool.co.uk)

Headteacher: Helen Adams | Deputy Headteacher: Gemma Shelton



6th February 2026

## Progress Meetings, Tuesday 24<sup>th</sup> February and Thursday 26<sup>th</sup> February

Dear Parents/Carers,

I would like to invite you to attend our Parents' Evening meetings on -

### Tuesday 24<sup>th</sup> February or Thursday 26<sup>th</sup> February

We are using the Peak Edge app to book all appointments as it allows you to choose your own appointment times with teachers, and receive an email confirmation of the appointments. All meetings will be face to face with your child's class teacher, lasting 10 minutes. When booking please allow 'travel' time between your next appointment (if you have more than one). One appointment slot is to be booked per child. The meetings will take place in your child's classroom with waiting areas in the Coumes Hall for Y1 and Y2 and The Don Hub for Y4, 5 and 6. Y3 teachers will be based in their classrooms with the cloakroom as their waiting area. FS2 parents will wait in the entrance area in FS2 which is accessed via the door at the end of the path external to the playground.

Only the main gate at Naylor Road and the gate near FS2 will be open to ensure the safety of the children attending any afterschool clubs.

**SEND meetings have already taken place** - If you normally have a send review with Mrs Doxford, please do not book a parents evening meeting.

Appointments can be booked via the peak edge app from **Monday 9<sup>th</sup> February at 6PM**. Please see attached link for instructions.

[\(PEMS\) How to book appointments for an Event as a Parent/Carer – Weduc](#)

(If using the link above please go straight to step 2 or 3)

When making your booking you can use the comment box to add any messages for the teachers, such as if you would like to raise something in particular e.g. Reading, friendships etc.

If you have any issues, please contact the school directly.

Yours sincerely

Mrs Helen Adams  
Headteacher





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