



**Bangkok Patana School**  
*The British International School in Thailand*  
*Established 1957*

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Tuesday 27<sup>th</sup> May 2025

## **Phase 2 Booking Form**

### **3-Way Conferences (Years 1-6) Parent-Teacher Meetings (Nursery and Foundation Stage) Friday 13 June 7:30 – 16:00**

Dear Parents,

We would like to invite families with one child in the Primary School to schedule 3-Way Conference appointments and/or Parent-Teacher Meetings.

Please find below the information needed to book your session. Firstly, please click on the booking site link - [here](#). Then add the appropriate code:

- **Nursery / Foundation Stage: 9j7ga**
- **Years 1, 2 and 3: sveg7**
- **Years 4, 5 and 6: 9j7ga**

Our booking site will close on Monday 2<sup>nd</sup> June at 8am.

### **Important Information – Please Read Carefully**

#### **ECAs and Buses**

- As the school is closed for regular lessons - 2:30 buses have been cancelled.
- All paid ECAs will go ahead as usual and 3:30 and 4:30 buses will continue as usual.
- If your child will not take their 3:30 or 4:30 bus, please inform the transport team.
- If your child will take part in their ECA, you will need to take your child directly to their ECA.
- There is no need to notify if they will not attend the ECA.
- *Please consider the timings of ECAs when arranging your booking slots.*

#### **EAL Conferences - KS2**

Students on the EAL programme in Years 3–6 also have a 3-Way Conference in the EAL classroom for 15 minutes. Families are invited to schedule their conference by clicking the link [here](#) and entering the code: **7uq6k**

#### **Foundation Stage and Nursery:**

Parent-Teacher Meetings are scheduled for 15-minutes. Kindly note, these meetings are for parents only and we are unable to provide childcare.

#### **Years 1, 2 and 3:**

Conferences are scheduled for *up to 3 families at the same time* for 40 minutes. During this time, you can play and learn alongside your child in their classroom and shared area. You will get to experience how and what your child enjoys learning and what they are proud of so far this year. Your child's class

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teacher will be available to guide your visit; however, due to the group session they will not be with your child specifically for the full duration.

#### **Years 4 - 6:**

Conferences are scheduled for individual students and families with the class teacher in students' classrooms for 15 minutes. However, we recommend you allocate at least one hour for your visit, so you and your child can visit other areas of the school.

#### **Conference Passport:**

All students in Y1 – Y6 will receive a conference passport to support their visit to other parts of the school and collect stickers as they go. Some of the opportunities available include:

- Visit the **Library** to enjoy some reading and borrow some books
- Take part in some **PE** games and challenges
- Get a taster of our **Music, Art and Drama** lessons
- Visit the **Computer Labs**
- Pop into the Languages Building to view your child's **Thai and MFL** learning
- Purchase some summer reads from **Kinokuniya Book Fair**

We are really looking forward to welcoming you into school to celebrate your child's learning journey this academic year. If you have any questions, please contact the Primary Office, your child's class teacher or myself ([raps@patana.ac.th](mailto:raps@patana.ac.th))

Warm Regards,

Ms Rachel Preston ([raps@patana.ac.th](mailto:raps@patana.ac.th))  
**Instructional Coach – Lead Practitioner**