

HENDON SCHOOL

Headteachers: Rhona Povey

Craig McGuire

Golders Rise, London NW4 2HP



Telephone: 020 8202 9004

Email: info@hendonschool.co.uk

Website: www.hendonschool.co.uk

'Learning Together Across the World'

6 February 2026

Dear Parents/Carers,

Re: Academic Review Day – Monday 23rd February 2026

I hope you and your family are well. We would like to invite you to our Academic Review Day on **Monday 23rd February 2026**, an important opportunity to discuss your child's progress so far this year.

During a **ten-minute appointment**, you and your child will meet with their tutor to review their grade sheet, reflect on achievements, and discuss targets for the rest of the academic year. These conversations help ensure that every student receives the right support to reach their full potential.

Members of our **Senior Leadership Team** and **Heads of Year** will also be available throughout the day should you wish to discuss any wider questions about your child's education or wellbeing.

Please note that attendance is **compulsory for all students**, who should arrive in **full school uniform** for their allotted time.

How to book your appointment:

- Log in to your Arbor account and follow the attached step by step guide.
- If you have never logged in before, a separate login guide is included.

Booking window:

Tuesday 3rd February – Sunday 22nd February at 15:10

If you need help with Arbor, please email: arbor.query@hendonschool.co.uk

We encourage you to book early to secure your preferred time. If you experience any difficulties, please contact the school office and a member of staff will be happy to assist.

We look forward to welcoming you and your child to Hendon School and working together to support their continued success.

Yours sincerely,

Esa Roman
Assistant Headteacher

Hendon School



Quick User Guide - Booking Academic Review Day in Arbor

This guide will help you book a time slot for Academic Review Day using Arbor. You can make your booking through either the **Arbor Parent Portal** (via a web browser) or the **Arbor Parent App** (on your mobile device). The process is quick and straightforward, ensuring you can easily schedule a meeting with your child's teacher at a convenient time.

Booking Academic Review Day via Arbor Parent App

1. Log in to the **Arbor Parent App**.
2. Click on **Guardian Consultations**.

Student

Neutral Behavioural Incidents - this term

N/A	N/A
-----	-----

Guardian Consultations

Parents Evening (08 Jan 2026, 15:30 - 08 Jan 2026, 18:30) >
Self scheduling is open, please click here to book time slots.

Booking Academic Review Day in Arbor

3. Select the teacher you would like to meet. This is your child's Monday form tutor.

< **Student**

Instructions

This page displays guardian consultation meetings concerning you and your children. Click the row of each meeting to book a slot or view further information. If you have missed the self-service scheduling period, you will need to contact the school to book an appointment.

Download My Meetings

Meetings

Meeting for	Student
Students:	Dummy 2 Student
Form/Class:	English (KS3): 8: 8S/En1
Staff:	Mary
Time Slot:	Not booked
Self scheduling is open from 08 Dec 2025, 00:00 - 08 Jan 2026, 15:10, please click to book time slot	

4. Click on Time slot and choose a time slot from the dropdown menu.
If no time slots are available, the teacher is fully booked.

Meeting
English (KS3): 8: 8S/En1 meeting (Dummy 2 Student)

Meeting with staff
Mary

Concerning student
Student

Guardian(s) attending
Dummy 2 Parent

Time slot

Time slot

▼

Book Time Slot

08 Jan 2026, 16:00

08 Jan 2026, 16:10

08 Jan 2026, 16:20

08 Jan 2026, 16:30

08 Jan 2026, 16:40

08 Jan 2026, 16:50

08 Jan 2026, 17:00

08 Jan 2026, 17:10

08 Jan 2026, 17:20

08 Jan 2026, 17:30

08 Jan 2026, 17:40

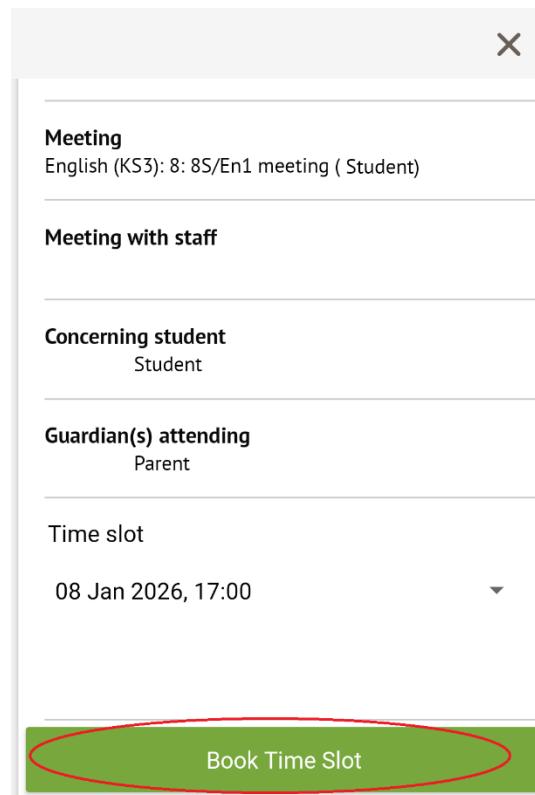
08 Jan 2026, 17:50

08 Jan 2026, 18:00

Time slot

Booking Academic Review Day in Arbor

5. Click the **Book Time Slot** button to confirm your booking.



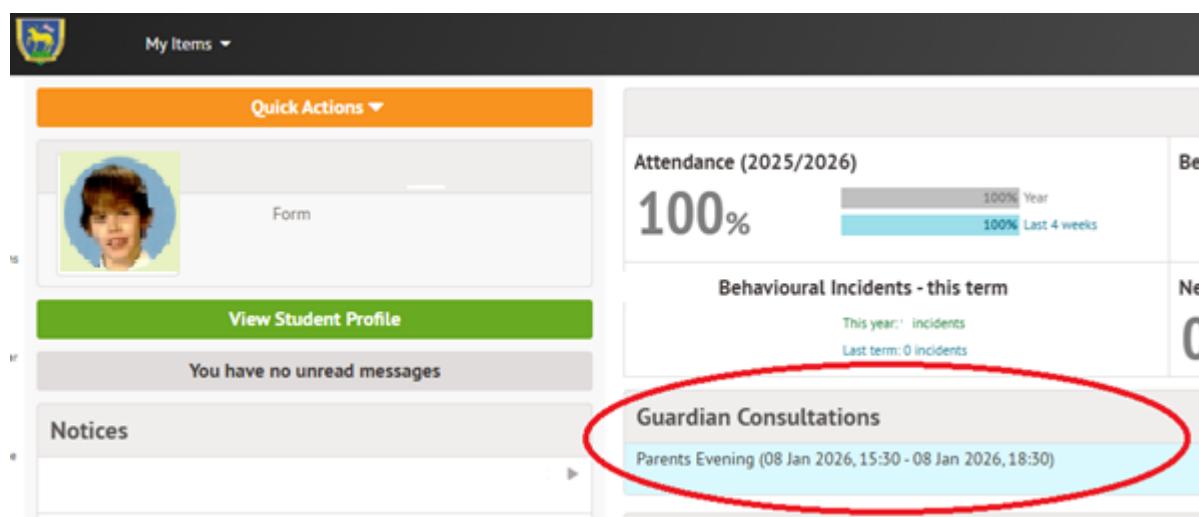
The screenshot shows a booking form with the following fields:

- Meeting:** English (KS3): 8: 8S/En1 meeting (Student)
- Meeting with staff:** (empty)
- Concerning student:** Student
- Guardian(s) attending:** Parent
- Time slot:** 08 Jan 2026, 17:00
- Book Time Slot** button (highlighted with a red oval)

6. Repeat Step 3 to Step 5 make a separate booking for each teacher you wish to meet.

Booking Academic Review Day via Arbor Parent Portal

1. Log in to the **Parent Portal**.
2. Click on **Guardian Consultations**.



The dashboard includes the following sections:

- Quick Actions:** Form, View Student Profile
- Attendance (2025/2026):** 100% (Year: 100%, Last 4 weeks: 100%)
- Behavioural Incidents - this term:** This year: 0 incidents, Last term: 0 incidents
- Notices:** You have no unread messages
- Guardian Consultations:** Parents Evening (08 Jan 2026, 15:30 - 08 Jan 2026, 18:30)

Booking Academic Review Day in Arbor

- Select the teacher you would like to meet and choose a time slot from the dropdown menu. Select your child's Monday form tutor.
- If no time slots are available, the teacher is fully booked.*

Parents Evening

Details

Consultation dates: 08 Jan 2026, 15:30 - 18:30
Self scheduling period: 14 Dec 2025, 00:00 - 08 Jan 2026, 15:10

Instructions

This page displays guardian consultation meetings concerning you and your children. Click the row of each meeting to book a slot or view further information to book an appointment.

Meetings

Meeting for Dummy 2	Students: Student: Form/Class: English (KS3) 8: 8S/En1 Staff: Time slot: <i>Any available</i> Self scheduling is not open until 14 Dec 2025, 00:00
Meeting for Dummy 4	Students: Student: Form/Class: Art 8: 8A/Ar Staff: Location: A1

Schedule Meeting

Consultation: Parents Evening
Meeting: English (KS3): 8: 8S/En1 meeting (Dummy 2 Student)
Meeting with staff: Mary
Concerning student: Student
Guardian(s) attending: Parent

Time slot*

08 Jan 2026, 15:30
08 Jan 2026, 15:50
08 Jan 2026, 16:00
08 Jan 2026, 16:10
08 Jan 2026, 16:20
08 Jan 2026, 16:30
08 Jan 2026, 16:40
08 Jan 2026, 16:50
08 Jan 2026, 17:00
08 Jan 2026, 17:10
08 Jan 2026, 17:20
08 Jan 2026, 17:30
08 Jan 2026, 17:40

Notes
No notes added.

- Click the **Book Time Slot** button to confirm your booking.

Schedule Meeting

Consultation: Parents Evening
Meeting: English (KS3): 8: 8S/En1 meeting (Dummy 2 Student)
Meeting with staff: Mary
Concerning student: Student
Guardian(s) attending: Parent

Time slot*

Book time slot

Notes
No notes added.

Add note

- Repeat Step 3 to Step 4 make a separate booking for each teacher you wish to meet.

Downloading a PDF of Your Bookings

After making your booking, you can download a list of all your scheduled meetings by clicking **Download My Meetings**.

Download my meetings