

For Reception through to Y6

Dear Parents and Carers,

9th February 2022

The second of our Parent Meetings this academic year are going to be held on Monday 28th February and Tuesday 1st March (immediately after half term). We will again hold these via video calls.



Opening Doors, Enriching Lives

You must book your appointment time through the school cloud system.

I have attached the instructions for this. We will also be writing guidance on how to connect to your call, as some parents had difficulty with this last time.

We have found that it is better for you to connect to the call before your allocated time so that you are ready and waiting when the teacher connects with you from their previous call. This additional guidance will be sent out soon.

The meetings are timed to ensure that appointments keep to schedule.

Each meeting will be **7 minutes** in length this time (some parents found that 5 minutes was not quite long enough and so we have increased this) and the video call will terminate at the end of this time.

It is important that you are ready and waiting at your appointed time – please don't be late as the teacher will not be able to alter the length of your appointment.

The discussion will be very focused to ensure that the time is used well.

Bookings open today so please book as soon as you can to avoid being disappointed.

If you have more than one child, you have to repeat the process for each child.

If you have a child in Pre-School your appointment will be over the phone as we are unable to put Pre-School children on this system. Please book your other children's appointments via the online booking system first and then book your Pre-School child's by using the form you have been sent/given.

Please follow the instructions attached to this email and book as soon as possible.

We also intend to offer you the opportunity to come in to school to see your child's work. This will also take place on Monday 28th February and Tuesday 1st March from 3:30 until 5:00 (book viewing will finish by 5:30). To ensure appropriate social distancing we are going to ask you to come in on the night when you **do not** have your parent meeting. This will help to reduce the number of parents in the classrooms at one time. We will also ask you to wear a mask, unless exempt. The busiest time is likely to be straight after school (3:15 until 3:45) so if you can come later than this that would be really helpful. If you have more than one child and you are booked on both days, then you can choose which day to come in. Books will be left on the children's desks. If the classroom is busy we'll also have chairs set up in both halls for you to use and you can take your child's books to the hall to look through and then return to the classroom. There will not be any teachers available to speak to you as they will be doing their parent meetings but there will be Teaching Assistants on hand to direct you to the right classroom. We feel it's really important for you to see your child's work this time and so wanted to facilitate this.

Many thanks.

Kay Hemmings
Head Teacher

