

6th November 2020

Dear Parents and Carers,

Virtual Parent Consultations

Monday 16th & Wednesday 18th November 2020

Unfortunately, due to Covid-19 we are unable to run our parent consultations in the usual way. Now, more than ever though, it is really important for you to get the opportunity to find out how your child is performing at school. We plan to hold virtual meetings between 3.30pm and 6pm on the above dates.

These short meetings, approximately 10 minutes, are an opportunity to catch up with your child's class teacher, share strengths/targets, find out if they are on track to achieve the expected standard by the end of the school year and discuss any other questions you may have.

To facilitate this, allow parents time to collect their children and get home for the earlier slots and give teachers enough time to dismiss their children and prepare for the meetings, on Monday 16th and Wednesday the 18th of November, we will be **closing school at the earlier time** of 2.30pm for Year 5 & 6, 2.35pm for Year 3 & 4 and 2.45pm for Reception, Year 1 & 2 and siblings. The same arrangements for dismissal will be in place at the end of the day, just slightly earlier. After school provision will continue to run and any child that cannot be picked up at the earlier time will be supervised by support staff until 3.15pm.

Appointment slots can be booked via ParentMail in the usual way. Teachers will then send out email invites via the year group email addresses by Thursday 12th November 2020. You can also book appointments to meet with me in the same way. If you have not received your invite by Friday 13th November, please contact the school.

We will use Google as the platform for these meetings; if you want to use a mobile device then we would either suggest you have a Google account and use the app or access the 'Meet' via the internet browser on your phone. We would recommend that you use a desktop or laptop for the meeting if at all possible. A guide to accessing the virtual meeting will be sent out to parents week commencing 9th November 2020.

As always, please contact us if we can help in any other way.

Kind regards,

Sara White
Principal