

16th October 2020

Dear Parents and Guardians

Parent / Teacher Meetings: Video Appointments

This term our Parent/Teacher meetings will take place 'virtually', using our online Parents Evening platform. Parents will be able to book a time slot with their child's class teacher, in the normal manner, and on the day and time of booking will login to join their class teacher online. The dates for these meetings are shown below.

Parents' Evening 2020			
Year Group	Date	Date	Time
Pre-School	4 November	11 November	12.00 – 4.00
Reception	5 November	9 November	3.30 – 6.30
Year 1	9 November	10 November	3.30 – 6.30
Year 2	11 November	12 November	3.30 – 6.30
Year 3	10 November	11 November	3.30 – 6.30
Year 4	4 November	5 November	3.30 – 6.30
Year 5	2 November	3 November	3.30 – 6.30
Year 6	3 November	4 November	3.30 – 6.30

These meetings are an important opportunity to discuss your child's progress. Appointments can be made from Monday, 19th October at 09.00am until Saturday, 31st October at 11.55pm. Once your appointment has been booked you will receive an email confirming the booking. On the selected day and time of your booking, you will be able to login to [Parents Evening Appointment](#) and join your class teacher.

For information, a **parental guide to video calls** has been loaded to the school website (under Parent / Parent Evening Booking System). Please note, that these appointments are automatically timed and will end after ten minutes, should you need to follow up your discussion, please email the school office to arrange a further telephone call.

Please use our online booking system to make your booking [Parents Evening Booking](#)
If you do not have access to the internet, please contact the school office who will be happy to assist you.

Yours sincerely

Mrs C Lovegrove
Headteacher