



# Believe to Achieve



September 23rd 2020

Dear Parents/Carers

## Parent Consultations

At this time of year we usually hold our Parent Consultation Evenings. We recognise the importance of these meetings and have been working hard to put plans in place so that you can be updated on how your child has settled into the new school year.

Obviously, in light of current circumstances, changes have been made in order to keep everyone as safe as possible.

We plan on holding our Parent Consultations from Monday 19<sup>th</sup> and Thursday 22<sup>nd</sup> October, 2020. You have the choice of either a face to face consultation or a telephone consultation. Each Year Group will be given a scheduled night so we continue to not mix bubbles.

Face to face consultations will be with **one** parent/carer only. You will be required to wear a face covering throughout the consultation, as will the teacher. If you arrive for your appointment without a face covering, the teacher will not be able to continue the consultation and therefore, if you are exempt from wearing a face covering, you should request a telephone consultation on the form below. Appointments will last 10 minutes and, in order to maintain social distancing, waiting areas will be set up in classrooms. You are asked to wait in these waiting areas until it is your turn. When you receive your time and date it is important that you attend school five minutes earlier than your appointment so that it all runs smoothly.

Phone call consultations will be five minutes at a scheduled time, which you will receive in advance. It is important that you are ready for the call from the teacher. The teacher will try to phone you twice, but unfortunately due to a tight schedule of phone calls, if you do not pick up the call, they will have to arrange another time.

Please register your preference on the form below and return to your child's class teacher as soon as possible. You will then be notified of the date and time of your consultation.

Thank you for your continued support.

Kathryn Harvey  
Headteacher

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## Parent Consultations

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_

I would like a **FACE TO FACE MEETING** with my child's class teacher

I would like a **TELEPHONE CONSULTATION** with my child's class teacher,

My telephone number is: \_\_\_\_\_



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