



## Woodborough Church of England Primary School

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Headteacher: Mrs Sarah Brewis

16<sup>th</sup> September 2021

Dear Parents and Carers

### **Autumn Term Parents' Evening Appointments**

Our autumn term Parents' Evenings are scheduled for the week beginning 11<sup>th</sup> October. In our '[Arrangements for Academic Year 2021/22](#)' letter we described our plans to adopt a flexible approach to some events to enable parents the option to attend either in person or remotely. Therefore, we are planning to test the water and offer a hybrid approach to Parents' Evening appointments this term – making provision for in-school, face-to-face meetings and also remote appointments with class teachers

In offering the flexibility of hybrid Parents' Evening appointments to our families, we have also afforded our teachers the flexibility to choose the days and times that will best suit them. The appointments for all classes are as follows and we hope that publishing them earlier than usual will be helpful for the co-ordination of diaries.

Parents' Evening Appointments	Monday 11 <sup>th</sup> October	Tuesday 12 <sup>th</sup> October	Wednesday 13 <sup>th</sup> October	Thursday 14 <sup>th</sup> October
Oak Class (YR)		3.30 pm – 6 pm (F:F)	3.30 pm – 6 pm (R)	3.30 pm – 6 pm (F:F)
Sycamore Class (Y1)	3.30 pm – 6 pm (F:F)	3.30 pm – 5 pm (R)	3.40 pm – 5.30 pm (F:F)	
Maple Class (Y2)		3.30 pm – 6 pm (F:F)	3.30 pm – 6 pm (R)	3.30 pm – 6 pm (F:F)
Cherry Class (Y3)		3.30 pm – 6 pm (F:F)	3.30 pm – 6 pm (R)	
Elm Class (Y4)	3.30 pm – 6 pm (F:F)	3.30 pm – 6 pm (R)		
Lime Class (Y5)		3.30 pm – 6 pm (F:F)	3.30 pm – 6 pm (R)	
Willow Class (Y6)		3.30 pm – 6 pm (R)		3.30 pm – 6 pm (F:F)
<b>Face-to-Face (F:F) 10 minutes</b>		<b>Remote (R) 12 minutes</b>		

Parents' Evening appointments should be made via School Cloud (a link for which will be included in the email accompanying this communication) and the booking facility will go live from 6 pm on Friday 17<sup>th</sup> September. Due to the system we are using, each child will have one slot allocated to them. Ideally we'd like to encourage separated parents to arrange a suitable slot to speak with their child's teacher together. If this is not possible, do please get in contact with Miss Bolwell to arrange an alternative time. Our remote video call system does enable parents to join the same video call from different locations.

For remote appointments, please read the following information prior to your appointment about how the video call will work <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>. Experience has shown us that these appointments are best attended in a quiet environment, without interruptions or children present.

Thank you for your support as we continue to embrace technologies we've learned of late and endeavour to provide more flexible approaches to the way we work together. We look forward to seeing and speaking with you soon.

Yours sincerely



Mrs Sarah Brewis, Headteacher



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