

Headteacher Mrs E Smith

Deputy Headteacher : Mrs Y Thorpe

Chair Of Governors Mrs E McDermott

School Business Manager Mrs K Skeates-Lodge

APLEY WOOD PRIMARY SCHOOL
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29th September 2020

Dear Parents/Carers,

This term parent consultations will held by either a phone call or a video call on Microsoft teams. To enable us to have the facilities to contact you this way, we will have to hold the parent consultations on different days.

- Reception and KS1 calls will take place on **Monday 19th** and **Wednesday 21st October**.
- KS2 calls will take place on **Tuesday 20th** and **Thursday 22nd October**.

The calls will take place between 3.30pm and 6pm.

The parent consultation call will be for a maximum of 10 minutes. I would appreciate you completing the attached reply slip and returning it to the class teacher by **Monday 5th October.** Please tick as many preferences as possible. The teachers will consult with each other, to avoid clashes if you have more than one child in school. If you do have more than one child we would appreciate you returning the slip ASAP. We would ask that where possible, parents, who do not live together, either attend the same teams meeting call together or attend alternate parental consultations throughout the year. This is in recognition of the work/life balance that we must be aware of for our staff

When the teacher has finalised the appointment arrangements, you will receive a letter confirming your call time on **Friday 9th October.**

Once finalised, we are unable to change appointment times or rearrange for alternative dates. Please ensure you are available at the time you are given for the call.

If you choose to have a video call through Microsoft teams, please ensure you have downloaded the app as the staff will send you an invitation to accept the meeting. You will then need to join the meeting at the given time.

Thank you for your continued support.

Yours sincerely

Mrs E Smith
Headteacher

Reception/KS1 Apley Wood Parent Consultations October 2020

Name of child: …….. Class……..

Sibling: …… Class …….

Sibling: ……..……. Class……..

Monday 19th October

3.30 - 4.00		5.00 - 5.30	
4.00 - 4.30		5.30 - 6.00	
4.30 - 5.00			

Wednesday 21st October

3.30 - 4.00		5.00 - 5.30	
4.00 - 4.30		5.30 - 6.00	
4.30 - 5.00			

Please tick:

Microsoft teams call ☐ email address _____

Phone call ☐

KS2 Apley Wood Parent Consultations October 2020

Name of child: …….. Class……..

Sibling: …… Class …….

Sibling: ……..……. Class……..

Tuesday 20th October

3.30 - 4.00		5.00 - 5.30	
4.00 - 4.30		5.30 - 6.00	
4.30 - 5.00			

Thursday 22nd October

3.30 - 4.00		5.00 - 5.30	
4.00 - 4.30		5.30 - 6.00	
4.30 - 5.00			

Please tick:

Microsoft teams call ☐ email address _____

Phone call ☐