

APLEY WOOD PRIMARY SCHOOL

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Headteacher Mrs E Smith

Deputy Headteacher Mrs Y Thorpe

Chair Of Governors Mrs E McDermott

School Business Manager Mrs K Skeates-Lodge

September 2022

Dear Parents/Carers,

This term parent consultations will be held by either a face to face appointment 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
will take place on Monday 17th October and Wednesday 19th October.

KS2
will take place on Tuesday 18th October and Thursday 20th October.

between **3.30pm and 6.00pm.**

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 **Friday 7th 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 time on **Wednesday 12th 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.**

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 - Parent Consultations: October 2022

Name of child…….. Class……..

Sibling…… Class ……

Sibling…… Class……..

Monday 17th October

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

Wednesday 19th 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: _____

Face to Face appointment ☐

KS2 - Parent Consultations: October 2022

Name of child…….. Class……..

Sibling…… Class ……

Sibling…… Class……..

Tuesday 18th October

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

Thursday 20th 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 _____

Face to Face appointment ☐