

Monday 17th May 2021,

Dear Parent/Carer,

Parent Consultation Arrangements

I am just writing to confirm the arrangements for our Parent Consultations this week. It will be lovely for us to have the chance to meet you face to face again. Due to the pandemic, there will be some additional measures in place. We are also hoping for dry weather!

Below are the details of where the consultations are taking place. Parents/carers will wait outside and your child's teacher will come out to meet you when they are ready for your consultation. We kindly ask that you don't arrive early, particularly if it is wet as you will not be able to wait inside. Please try not to bring children with you if at all possible, as they will not be able to play while you are waiting or remain outside while you have your consultation. If you have no alternative, your child will need to attend the appointment with you.

Year Group	Room	Parent/Carers to wait
Reception	Year R classroom	Reception class outside play area
1	Amphitheatre/hall	Main playground
2	Library	Outside main entrance
3	Rainbow Room	Outside Rainbow Room
4	Year 4 classroom	Year 4 external classroom door
5	Year 5 classroom	Year 5 external classroom door
6	Year 6 classroom	Year 6 external classroom door

We ask that all parents/carers wear a mask during the consultation. Teachers will be social distancing during the appointment and we will ensure that tables etc. are cleaned in between consultations.

Thank you to all of you who have booked appointments with your child's teacher. This is such an important opportunity for us to discuss your child's progress and well-being – particularly after the disruption of the last few months. If you haven't got an appointment, it's not too late, please telephone the school office who will assist you. If you have already had a structured conversation, you do not need to book an appointment.

Members of the senior leadership team will be present on the playground to assist you during the consultation evening and to answer any questions. I look forward to seeing you on Tuesday/Thursday evening.

Yours sincerely,

Becky Reed

Becky Reed
Headteacher