



Thursday 7th October 2021

Upcoming Parent/Carer Consultation Evenings

Dear Parents/Carers

Parent/Carer Consultation evenings will be held on **Tuesday 19th October** and **Wednesday 20th October** this term. As always, this is an opportunity to discuss your child's progress with their class teacher and share any questions you might have about their learning. We really cannot wait to share with you their many successes so far this term!

This year, to accommodate all of our families, **we are offering both face-to-face appointments and virtual appointments**. When you make your appointment on the online form, please indicate which option you would prefer. If you have chosen to meet virtually, we will be sending out the meeting link in due course via email.

Please also ensure that you make a note of your appointment date and time – due to the number of children in our classes, if you do not make your chosen time it is unlikely that teachers will be able to meet with you at a different time on those days, as they will be meeting with other families.

To ensure this booking process runs as smoothly as possible, we ask that you follow the guidance below.

- If you make an appointment but then need to cancel it, please do email the class account to inform the class teacher. Once you have made an appointment time, please do not book another without consulting the class teacher as your initial booking will still be in place.
- If you have children in multiple year groups, or siblings in the same class, you must repeat the booking process for each child. We ask that you do not book appointment times back-to-back to allow for time to move classrooms or join a different Teams call.
- Only available appointment times will be displayed i.e. if 3.40-3.50 does not appear on the list, the time shown has been booked by another family.



The Manor Church of England VC Primary School

Aspire, Believe, Achieve

Shine like stars in the sky

Philippians 2:15



Headteacher: Mrs Amanda Flanagan

- Bookings will be made on a first come, first served basis.

In order to book your child's appointment this year, we have created an online form for parents/carers to use. Please ensure you select the correct year group when making your appointment. This is the first time we have tried to streamline the booking process in this way, and we hope that it all works efficiently. If you encounter any difficulties, please contact the class teacher or school office.

Year R - <https://forms.gle/S5RkXtRgnLTvdURn9>

Year 1 - <https://forms.gle/JPwXXCxoAEajo1JP9>

Year 2 - <https://forms.gle/RJE4pymfYq1NkLe6A>

Year 3 - <https://forms.gle/XJknMys8xXg6FUVc7>

Year 4 - <https://forms.gle/Eu2M31DipV1QHgwv5>

Year 5 - <https://forms.gle/HQjUkAuJoVr1tThQ8>

Year 6 - <https://forms.gle/LcKDCA8gbi6Qt5oF9>

We really hope this system works smoothly – please do bear with us if there are any technical glitches! We are really looking forward to meeting you all.

Yours sincerely,

Team Manor