



Monday 8<sup>th</sup> November 2021

## RE: Virtual Parents' Evening

Dear Parent/Carer,

We will be holding a virtual parents' evening on **Monday 15<sup>th</sup> November** for parents of children in Reception to Y6. This meeting is designed to discuss how your son/daughter has settled into their new year-group (including their behaviour, attendance and attitudes), and to discuss the progress that they have made since coming back to school in September.

To enable your child's class teacher to meet with you virtually, you will be able to book a 5-minute slot (between 2.15pm and 5.45pm). You can book this by visiting [www.longmoorcps.co.uk/nov2021](http://www.longmoorcps.co.uk/nov2021) and clicking the link for your child's class teacher.

- This page of the website will be **live from 7pm this evening**.
- This page of the website will **close at 5:00pm on Friday 12<sup>th</sup> November** – please ensure that you book your appointment before this time.

If you have multiple children in school, you will need to book an appointment for each child individually.

You will need a device that can connect to the internet, and use Zoom, for the appointment to take place. Details for the Zoom session will be sent to you via MarvellousMe on Monday 15<sup>th</sup> November.

If you do not have a device that is capable of joining your parents' evening session, please let the school know and your child's class teacher will arrange a telephone conversation.

Once the appointment is made, we ask that you log on 5 minutes before your allotted time so that any issues can be ironed out. You will enter the waiting room and will be 'let in' to the meeting at your appointment time. Please bear with us if there are any technical difficulties during the evening – it's not beyond the realm of possibility!

**School will close early (at the times below) on this day. After-School Club will run as normal.**

Reception **1:45pm**                      Year 1 to Year 6 **2.00pm**

***There will be no afternoon nursery session on this day; caterpillar children should be collected at 2:30pm.***

As always, if you have any questions or queries, please let us know; you can contact us at [keepintouch@longmoorcps.co.uk](mailto:keepintouch@longmoorcps.co.uk).

Kind regards,

**Mr. L. Rimmer**

Assistant Headteacher