



Windermere Primary School

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Windermere Avenue
St Albans
Herts
AL1 5QP

10th November 2021

Autumn Parent Consultations

Dear Parents and Carers,

This term our parent consultations will be a mix of face to face or video meetings. The majority of parents who responded to our questionnaire stated a preference for video meetings or telephone calls and naturally we are keen to reduce the risk of COVID-19 transmission to staff and parents. Where possible, please choose a video meeting.

Face to face meetings will be held in classrooms, are limited to 10 minutes and parents must wear a face mask, maintaining a 2 metre distance. If you are not able to wear a face mask, please book a video meeting or ask the class teacher for a telephone consultation using the booking notes.

Please do not book one of these meetings for children who are on the SEN register, where parents have termly meetings with the class teacher and Mrs Alger, our SENCo.

The consultation dates are **Thursday, 2nd December** and **Monday, 6th December**.

Face to face meetings 3:30pm – 4:30pm

Video meetings 4:40pm – 5:30pm
6pm – 7pm

Appointments are made on a first come, first served basis; the booking system will open from 6pm on Thursday 11th November, please use this link to book your appointment:

<https://windermere.schoolcloud.co.uk/>

then enter your name and an email address of your choice, followed by your child's name as it appears on our register and their date of birth.



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If you have problems with this it is likely to be because the name on our register doesn't match what you have entered. Remember that our register will have your child's full first name, not their shortened name i.e. Joshua, not Josh.

Appointments are for 10 minutes only. Please ensure that you are in an area where you will not be disturbed and remember that as this is a timed meeting, if you are late you will lose time from the meeting as you cannot 'run over' to make up time.

We will be sending out notes prior to your consultation, so that you are able to see in advance any particular areas of concern for your child. The purpose of these meetings is for us to share their achievements in school, to let you know of any particular gaps in knowledge and understanding that we have identified for your child and to let you know how you can support your child at home.

If you are unable to book an appointment for any reason, please contact the school office, who will be happy to help you. This is still a relatively new system for all of us, but it allows us to communicate with parents safely and offers parents a convenient and safe way to engage with their child's learning. The system has also developed since we first used it last autumn. It is now possible for parents to join one video meeting using two different devices, although parents who are not together are still welcome to arrange separate meetings where this is more appropriate.

Yours sincerely,

Mrs D Raftery
Headteacher