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A Learning Ladder for Life

17th May 2021

Dear Parents/Carers,

RE: Parent Consultations May & June 2021

We are pleased to announce that parent consultations will be held in the last week of term 5 and the first week of term 6. Class teachers are now in a position to be able to give valuable and constructive feedback to you about your child's progress and attainment since the schools reopened on the 8th March 2021.

We allowed ourselves this time so that class teachers could fully settle the children back into routine post school closures and begin to see evidence of their learning over a sustained period of time.

All consultations will be held virtually and you will be able to book your appointment using our booking system - *bookings can be made from Wednesday 19th May at 12pm*. All appointments will be held via a video conferencing platform from 8:30am to 6:30pm and will last 10 minutes (the last bookable appointment will be 6:20pm).

<u>Last week of term 5 (May)</u>		<u>First week of term 6 (June)</u>	
Date	Class	Date	Class
24.5.21	5W, 2F, 1S	7.6.21	Green Class
25.5.21	5S, 2W, 4N	8.6.21	3B (formerly 3G), Nursery
26.5.21	1B, 4A (formerly 4B)	9.6.21	3H
27.5.21	4C, Red Class	10.6.21	3W, 6P
28.5.21		11.6.21	

Will I have an opportunity to view my child/ren's books? On Wednesday 23rd June, from 2:30pm-3:30pm, there will be an opportunity for parents and carers to come into school (restrictions allowing) and view your child/ren's books.

Children who are on the SEND register will receive updates from their child's class teacher regarding progress and attainment towards their personal plan. If after speaking with the class teacher you wish to have a further appointment with the SENDCo, Mrs Fulcher, please contact the school office.

Yours sincerely,

Mr L Clarke
Deputy Headteacher

Stagshaw Close, Postley Road, Maidstone, Kent, ME15 6TL

Trust Principal: Mr J Whitcombe MA

Director of Primary : Mr M Wilson

Swale Academies Trust Registered Office: Ashdown House Johnson Road

Registered in England No: 07344732



Booking an Appointment for Parent/Carer Consultations

Bookings may be made on Wednesday 19th May 2021 from 12pm

To book appointments, a link will be sent to your mobile phone or email address which will take you to our online booking system to select a time convenient for you. This will work on a first come first serve basis for you to select your appointment time.

Please follow these simple steps to book your slot:

1. Click the link that you receive through text and/or email to take you to the confirmation page. You will need internet access to do this.
2. Enter your child's first name to continue. If you have more than one child, any of their first names will work.
3. Next, you will be taken to the booking page. This will show your children alongside all of the teachers that you can book in with.
4. Click 'Please Choose' to be shown a list of available times that you can click to book. This will even give you the option to add any notes that you might want the teacher to see before the meeting.
5. After you have entered any notes, please click 'Book this Slot' to complete the booking. When the button has turned green, you know your booking has been made.
6. At any time before the parent consultations, you can click the link on your phone or email again to check your booking time or even un-book by clicking the green booked button.

If for any reason you are having any issues with accessing the email/text, then please feel free to call the school office where we will be able to assist you with your bookings.

[Please note, a parent/carers guide on how to use the video call feature can be found by clicking here](#)