



HEATH FIELDS PRIMARY SCHOOL

Inspire Achieve Celebrate

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Headteacher Mr Mark Whyman

21st October 2020

Parents Evenings November 2020

Dear parents,

We will be holding Parents Evening when we return from half term. Due to the current restrictions around Covid 19 we will not be inviting you into school to holding face to face meetings with your child's class teacher as we would normally. Instead your child's class teacher will phone you to discuss how your child has settled into school since September, how they are progressing with their learning and how they are behaving. Teaching staff will be able to answer any questions or queries you have around your child.

Telephone consultation with your class teacher will need to be booked via our online system. By the end of this week you will receive an invitation via text and email with a link that allows you to view and book available times. There will be a two week window, from the 2/11/20 until 13/11/20, with available times, for you to book your consultation with your child's class teacher.

Please note the following:

- Please be available to answer the call from the class teacher on the day and at the time you have booked.
- Calls from the class teacher will appear as 'no caller ID'
- Consultations are expected to last around 5 minutes. If you need to discuss anything further a follow up call may need to be arranged as the teacher will have other parents to speak to at pre-arranged times
- Please be patient as calls may be not be at exactly the time you have booked. This is the first time we have held Parents Evening in this way.
- If a call is unanswered, you will have to contact school to rearrange. Teaching staff will be unable to keep trying as they will have other appointments to keep.
- Please ensure we have up to date phone numbers
- Please contact the school office if you have any issues, need any help booking or do not have access to the internet.

Regards,
Mark Whyman
Headteacher

