



21 October 2020

Dear Parents / Carers,

### Reception Parent Consultation evenings

We would like to offer you the opportunity to meet with your child's class teacher to discuss their start to the year, academic performance and well-being. Due to the current government guidance under which we are working, we have had to alter the way in which these meetings are organised. You will have two options.

1. You may organise for a seven-minute telephone conversation with the class teacher at a mutually convenient time.
2. You may attend on **Thursday 12 November** for a face-to-face meeting (with appropriate social distancing). These meetings will be kept strictly to seven minutes to ensure that as many parents as possible can be seen.

To book a meeting, please login to your TUCASI account and select parents evening. Bookings will open on Monday 2 November at 4pm and will close on Monday 9 November at 4pm. To book a telephone consultation, please email the school and your class teacher will contact you.

We hope that you understand the need to organise these meetings slightly differently to those in the past. We hope to resume our normal format as soon as conditions allow for this. Please bear in mind that, due to the ever-developing situation in the UK and locally, these meetings may have to be cancelled at short notice if government advice should change.

Yours sincerely

Lesley Bailey  
Assistant Headteacher