



Dear Parents and Carers,

We are writing to share with you the arrangements for Parents Evening for children in FS2. This will be taking place during the week beginning 11<sup>th</sup> January 2021.

The FS2 staff are busy completing our end of term assessments of the children and analysing these over the next few weeks, these assessments inform the parents evening report that we will share with you and therefore it is important we have this information up to date in readiness for our meetings.

We are aware that for some of you this is the first parents evening you will have attended and we are keen to ensure we give you an up to date picture of your child's development and progress as well as how they have settled in to school life. Therefore, the meeting format will be as follows:

- Meetings will take place via Zoom
- Meeting appointments will be 10 minutes long
- Parents should access the meeting no more than 5 minutes prior to their appointment time where they will then enter the 'waiting room' and staff will admit them at their own individual appointment time
- Staff will use the screen share function to share your child's progress report as well as there being the opportunity for you to share any concerns or ask questions

The log in details and further information regarding accessing the parent meetings will be shared with you in the first week back after the Christmas break.

The school admin team will provide you with the details for how to book your own parents evening appointment using school spider, if you have any problems accessing this then please get in touch with the admin team who will be able to assist you.

If you have any concerns or wish to speak with your child's class teacher before these Parents Evening meetings, we would encourage you to email them via the F2 email address and we will contact you as soon as possible.

We would like to thank you for your understanding and look forward to these meetings with you in January.

Kind regards,  
FS2 Staff

