



Headteacher: Mr Robert Staples BA (Hons)

Tel: (01438) 351053 Fax: (01438) 750116 E-mail: admin@fairlands.herts.sch.uk Web: www.fairlands.herts.sch.uk

Dear Parents/Carers

Video Parent Consultation – Online Appointment Booking

We are holding Video Parent Consultation Evenings for children in **Nursery to Year 6** on Tuesday 19th October from 5.30pm to 8pm and Wednesday 20th October from 3.30pm to 6pm. Additional appointments are available for Nursery children only on Wednesday 20th October 9am to 11.30am.

Parents/carers are invited to meet the class teacher via video link and discuss how their child is progressing. Consultations will last for 10 minutes each. This short appointment will give you the opportunity to ask any questions you might have and to find out more about the kind of activities your child will be undertaking during the rest of the school year.

Should you need to discuss any matters in detail with your child's teacher and feel that this will take longer than a 10-minute appointment, please feel free to arrange to come in and see them after school on another occasion.

The school has an easy to use online appointment booking system for this event. This allows you to choose your own appointment times with teachers and, once you make an appointment, you will receive an email confirming this. It is therefore important to ensure you have given us your correct email details AND registered on SchoolGateway in advance.

Appointments can be made from 7pm on Friday 8th October and will close at midday on Monday 18th October. Should you wish to make any changes after this date/time please contact the school office. Please visit: www.fairlands.parenteveningsystem.co.uk, to book your appointment(s)

Information about how to join the video appointment will be sent out next week.

If you do not have access to the internet, or have any problems, please contact the school office who will be happy to help.

Appointments for **Laburnum Class** (Year 4 - Mrs Herron) and evening appointments for **Elder Class** (Year 2 - Mrs Mclean) will take place in the week beginning 8th November. Details on how to book these appointments will be sent out after half term.

Yours sincerely

Robert Staples

HEADTEACHER