



Orleans Primary School

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Headteacher: Jane Evans BA (Hons) PGCE, NPQH



7th October 2020

Dear Parents and Carers,

I am writing to you with regards to the upcoming parent consultations. These consultations are important meetings where you will have the opportunity to have an over the phone meeting with your child's class teacher. Teachers will discuss how your child has re-settled back into school life, inform you of your child's progress and address ways in which best to support your child both at school and at home.

The Educational Endowment Foundations (An organisation supported by the Department for Education) states, *'Parents play a crucial role in supporting their children's learning, and levels of parental engagement are consistently associated with children's academic outcomes.'* With this in mind, may I take this opportunity to remind all parents/carers that it is our expectation that you will be available for these meetings in order to support your children with their education and learning.

Each parent will be able to book a 10-minute appointment slot via your ParentMail account. ParentMail bookings will 'go live' at 7.00pm on Wednesday 7th October, at which point you will be able to log into your ParentMail account and choose from the available slots that will be listed. Please note that you will only be able to see the available slots after 7.00pm when the booking goes live.

During your booked slot, teachers will phone you on the mobile phone number that is listed on our school system for a 10-minute meeting. They will try you twice, most likely from an unknown number. Please ensure you set up your phone to allow unknown/withheld numbers.

The arrangements for each year group differ; please see below for information specific to your child's year group:

Nursery

Parent consultations for the Nursery children will be on Wednesday 14th and Thursday 15th October between 8:30 and 3.30pm. On this date the Nursery will be open to pupils as usual and either Miss Swanepoel or Miss Taylor will phone you, whilst the other is in Nursery with another staff member from our team. Parents will be able to sign up via ParentMail. Please ensure you are set up on ParentMail to make a booking. If you have not yet activated your ParentMail account and need support with this please contact the School Office info@orleans.richmond.sch.uk



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Reception

Parent consultations for pupils in Reception will be available over the course of three sessions:

Monday 12th October from 8:30 to 11:45am

Wednesday 14th October from 4.30pm to 6.45pm.

Thursday 15th October from 1:30pm to 3:15pm

Year 1

Parent consultations for pupils in Year 1 will be available over the course of three sessions:

Tuesday 13th October from 8:30 to 11:45am

Wednesday 14th October from 4.30pm to 6.45pm

Thursday 15th October from 8:30pm to 10:15am

Year 2

Parent consultations for pupils in Year 2 will be available over the course of three sessions:

Monday 12th October from 8:30am to 11:45am

Wednesday 14th October from 8:30am to 10:15am

Wednesday 14th October from 4.30pm to 6.45pm

Year 3

Parent consultations for pupils in Year 3 will be available over the course of three sessions:

Monday 12th October from 8:30am to 11:45am

Wednesday 14th October from 4.30pm to 6.45pm

Thursday 15th October from 1.30pm to 3.15pm

Year 4

Parent consultations for pupils in Year 4 will be available over the course of three sessions:

Tuesday 13th October from 8:30am to 11:45am

Wednesday 14th October from 1:30pm to 3:15pm

Wednesday 14th October from 4.30pm to 6.45pm

Year 5

Parent consultations for pupils in Year 5 will be available over the course of three sessions:

Tuesday 13th October from 8:30am to 11:45am

Wednesday 14th October from 8:30am to 10:15am

Wednesday 14th October from 4.30pm to 6.45pm



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Year 6

Parent consultations for pupils in Year 6 will be available over the course of three sessions:

Monday 14th October from 8:30am to 11:45am

Wednesday 14th October from 8:30am to 10:15am

Wednesday 14th October from 4.30pm to 6.45pm

Year 6 please note – separate 5-minute appointments will need to be booked with your child’s English and Maths subject teacher, but not your child’s afternoon teacher.

For example if your child is in Mrs Hayward’s afternoon class but is not in her English or Maths groups you would **not** need to book in with her, rather just with your child’s English or Maths teacher. If your child is taught Maths and English by the same teacher, we would recommend you book two appointments – one directly after the other where possible.

Yours sincerely,

Jane Evans
Head Teacher



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