

Whitehill Junior School

Head Teacher: Mr S Mills



Whitehill Road
Hitchin
Herts. SG4 9HT

Tel: 01462 621313
Fax: 01462 621311
e-mail: admin@whitehill.herts.sch.uk
www.whitehill.herts.sch.uk

Friday 25th September 2020

Dear Parents

Autumn Term Parent Consultation Evenings - Online Appointment Booking

I would like to invite you to attend 'virtually' our Consultation Evening on either **Thursday 15th**, **Tuesday 20th** or **Wednesday 21st October** from 3.40pm – 6.30pm.

As suggested, the appointments this term will take place via a video link between yourselves and your child's class teacher. We will be using the platform you book your appointments on to host these meetings as it is secure and easy to access.

The focus for these meetings will concentrate on two specific questions. How has my child settled? And what is their attitude to learning? There will also be a chance to consider the progress they have made since they returned in September, after a period of prolonged absence. Clearly, your child's books will not be available for you to look through but it might be the teacher will have a book to hand so they can refer to a particular piece of work worth celebrating. These meetings will also provide you with the chance to consider future targets and the ways you can get involved to support your child with these.

Interviews will last ten minutes, starting at your allocated time and will end automatically after ten minutes. A countdown will be visible on both your screen and the teacher's screen so as to avoid being cut off mid-sentence. There is no opportunity to extend the meeting length. I would suggest logging on a couple of minutes before your allocated time to ensure the connection works.

The booking system will allow appointments to be made from 9.00am on Monday 28th September and will close on Wednesday 14th October at 9.00am. Should you wish to make any changes after this date please contact the school office.

Please visit <https://whitehill.schoolcloud.co.uk> to book your appointments. An **updated** short guide / reminder on how to add appointments is included with this letter, together with information about the video appointment itself.

If you experience any problems with logging in, please contact the school office and they will be happy to help you or add appointments on your behalf.

Unlike previous evenings where Mrs McConnell Smith is available to join you during the meeting with your child's teacher, we are going to be holding a separate consultation on **Wednesday 4th November** for parents who have something specifically they wish to discuss with her in relation to SEND or inclusion. The opportunity to book one of these meetings will go live on Thursday 22nd October using the same platform. There are a limited number of these appointments which will run from 1.15pm through to 5.00pm. Again, these will be delivered through video call.

Should you have any questions in relation to anything to do with this term's consultation evenings, please speak to me on the playground or contact the school office and we will see how we can help.

Yours sincerely

Steve Mills

Mr Steve Mills
Headteacher

