

Merton Junior School

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*'Be wise, together we
succeed'*

Friday 12th February 2021

Dear Parents/Guardians,

It's that time of year again to organise Parents' Evening. We know that there are many of you who are speaking to your child's class teacher more than ever this year – more than any other year! However, this appointment gives everyone a chance to really focus on your child's progress and next steps.

We had a lot of really positive feedback around the phone calls that were organised last time, which was most appreciated, given the situation. Feedback from the last round of Parents' Evenings also showed us that there were some parents who were sad not to see the children's work because they were unable to come into school and look through books. Due to the current situation, I'm afraid we still can't invite parents into school but we have decided upon another option which may help parents see the children's work – as well as telephone calls we will be offering virtual meetings via Google Classrooms (Google Meet). The teachers can then show work via the camera or share their screen. It is important that parents don't log in before their allocated slot, in case another meeting is happening.

We are going to try having slightly different timings as well, as parents are informing us that their routines and schedules at home are very different – therefore we are allocating these time slots on both Monday 1st and Tuesday 2nd March:

11:00am – 11:50am

1:30pm – 4:50pm

*Ash class will be holding appointments on the 2nd and 3rd March instead.

If these times don't work for you then please do contact the class teacher via the Year Group email and they will be happy to arrange a mutually convenient time (e.g. Year3@merton-jun.hants.sch.uk) with you to work around your own schedule.

We will be using the Teachers2Parents system for bookings as we have before so please log in and select a suitable time for you – please state in the notes box (after selecting the time) whether you would like a telephone call (with your contact number), or a virtual meeting.

Yours sincerely,

Kayleigh Reading
Headteacher

How to book a Parents Evening appointment.

Good news! Parents Evening just got a whole lot easier because you can now book your appointments online.

We will send a link to your mobile phone which will take you to our online booking system to select a time convenient for you. Please follow these simple steps to book your slot:

- 1. Click the link that you receive through text to take you to the confirmation page. You will need internet access to do this.**
- 2. Enter your child's first name to continue. If you have more than one child, any of their first names will work.**
- 3. Next you will be taken to the booking page. This will show your children alongside all of the teachers that you can book in with.**
- 4. Click 'Please Choose' to be shown a list of available times that you can click to book. This will even give you the option to add any notes that you might want the teacher to see before the meeting.**
- 5. After you have entered any notes, please click 'Book this Slot' to complete your booking. When the button has turned green you know your booking has been made.**
- 6. At any time before the Parents Evening, you can click the link on your phone again to check your booking time or even un-book by clicking the green booked button.**

Make sure you book your parents evening ASAP to ensure you get the best time for you.