



1.3.21

Dear Parent / Carer,

**ONLINE BOOKING SYSTEM: PARENT/CARER VIDEO PARENT CONSULTATIONS**

**Nursery - Monday 15<sup>th</sup> and Wednesday 17<sup>th</sup> March - (4pm to 7pm)  
Tuesday 16<sup>th</sup> March - (9am – 3pm)**

**Reception - Monday 15<sup>th</sup> and Wednesday 17<sup>th</sup> March (4pm to 7pm)**

**Year 1 - Tuesday 16<sup>th</sup> and Thursday 18<sup>th</sup> March (4pm to 7pm)**

**Year 2 - Tuesday 16<sup>th</sup> and Thursday 18<sup>th</sup> March- (4pm to 7pm)**

Following such positive feedback we are pleased to inform parents that we will once again be using this system to book parent consultations for the spring term. All the consultations will be video consultations and have a built-in time limit of 10 minutes after which the session will end automatically.

Reception, Year 1 and Year 2 year will have a choice of 2 dates to give parents some flexibility. Nursery have a choice of 3 dates. This consultation will be an opportunity for you to discuss your child's progress this year and areas for development.

We have allocated 10 minutes per appointment, however, if you have matters of a sensitive nature to discuss that may take longer than 10 minutes, please make a separate appointment with the class teacher for an alternative date via email.

The online booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

This booking **goes live at 6pm on Monday 8<sup>th</sup> March 2021**

Please visit <https://hamptoninfant.parentseveningsystem.co.uk/> to book your appointments; a short guide is included with this overleaf. Login with the following information:

*Pupil's First Name*

*Pupil's Surname*

*Date of Birth*

Appointment bookings will close on **Thursday 11<sup>th</sup> March at 6pm.**



Please follow the link below explaining how to attend appointments over video call. Please ensure that you read this thoroughly in advance of your consultation. Please note that if you are late to join the call, it does not reset the timer. The appointment will always end at the scheduled time.

<https://support.parenteveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Miss Talbot (Inclusion Manager) will send an additional letter to the relevant parents to arrange a video call.

Yours sincerely

**Helen Lockett**  
Executive Headteacher

**Claire Tester**  
Head of School