



Whitstable Junior School

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Friday 1st October 2021

Dear Parents/Carers,

Parents Consultations October 2021

We will be using the Parents Evening Booking System we have used before for this terms Parents Consultations. There will be an opportunity towards the end of term 2 for you to come into school to share your child's books with them. More details regarding this will follow next term.

The Video Call Parents Evenings are on **Thursday 14th October** and **Wednesday 20th October**. You can book your appointments from **6pm on Monday 4th October** until **12pm on Monday 11th October**.

Appointments on Thursday 14th October will be between 5:00pm and 8:00pm.
Appointments on Wednesday 20th October will be between 3:30pm and 6:30pm

You should book in the usual way and instructions on how to do this are attached. You would need to login to your account no earlier than 10 minutes before your appointment where a red box will be next to your appointment which says "Join Video Call". Please select this and enable your microphone and camera and when your time comes along the teacher will join you – some work networks/Wi-Fi will not allow the video call access – you will know if this happens as there will be no picture on your screen just a blank grey box with a black dot in the middle. Connecting via 4G will ensure this does not happen. Should there be a problem with the connectivity the class teacher will have your contact number and will phone you immediately to continue the meeting over the telephone or to arrange another convenient time.

If you already know you are unable to use the Video Call function then please contact the school office manager@whitstable-junior.kent.sch.uk and the class teacher will be in contact to arrange a telephone call consultation.

The option is now available for parents/carers to join the call from separate locations. There are 2 methods. One requires all parties to be registered on the Parent Booking System and the other is via an email invite to join, sent by the person booking. Please see the attached details for how to do this.

The allocated time for each meeting is 10 minutes as has always been the case. There will be a countdown box on the top left of your screen and this will change to amber when 3 minutes remain and then to red when 1 minute remains. If you require a further conversation the teacher will happily make contact with you to arrange another time.

Kind regards,
Annie Knoupe
Headteacher