



# Beeston Primary School

Town Street, Leeds, LS11 8PN

“Engage, Enjoy, Enrich, Excel”



Monday 4<sup>th</sup> October 2021

Dear Parents and Carers,

## Parent and Carer Consultation Evening Information

We will shortly be holding our first parents' consultation meetings for this academic year. As Covid cases continue to rise in schools across the country, more and more pupils are absent from Beeston with Coronavirus. In order to try and limit this spread in school and to keep our pupils and staff safe, our next Parent and Carer Consultation Meetings will be of a similar set up to last year's meetings.

This means that our parent consultation meetings will be held remotely via telephone.

You will be able to book a 10 meeting slot using our online system (instructions on the reverse of this letter).

Prior to parents' evening, your child will take home, three photocopied pieces of work (English, Maths plus another example from a further curriculum area) for you to look at and keep. You are welcome to use this evidence of your child's learning as a talking point during your telephone conversation with your child's class teacher.

During parent consultation evenings, please be aware that some teachers may be slightly late in contacting you if any conversations run over the allotted time; so please make sure that your phone is turned on and that it's not in silent mode. The words 'Blocked', 'No Caller ID' or 'Private' will appear on your phone instead of the school's number when your child's teacher calls you. Please be aware that they will try twice to contact you during your 10-minute slot before moving on to their next meeting. If you are a two-parent family, living together, then you are welcome to put the call on speaker to both share in the conversation.

## Parents' Consultation Evenings dates and times

Wednesday 20<sup>th</sup> October 2021 from 4pm until 6pm

Thursday 21<sup>st</sup> October 2021 from 4pm until 7pm

Best wishes,

Mr Edensor  
Headteacher

Headteacher Mr. N. Edensor  
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[www.beestonprimaryschool.co.uk](http://www.beestonprimaryschool.co.uk)  
Part of the Leodis Schools Alliance



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## Parents Evening Booking Instructions



Parents Evening  
System

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 or email address 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 and/or email 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. **In the notes/comments section please add the number you would like your child's class teacher to call you on.**
6. After you have entered your preferred phone number in the notes section, please click 'Book this Slot' to complete your booking. When the button has turned green you know your booking has been made.
7. At any time before the Parents Evening, you can click the link on your phone or email 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.

**Please make sure that all contact details are up to date.**

**If you need to update your contact information please contact the school office.**



Headteacher Mr. N. Edensor

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