



2nd October 2020

Dear Parents/Carers,

Autumn Parent Phone Consultations (see the table for your child's dates)

Due to the Covid-19 restrictions we cannot invite parents into the school for the usual parent consultations this year. Therefore, we are running a number of phone meetings for our Autumn Parent Consultations from the week beginning 12th October.

This set of parent consultations are designed to discuss how your son/daughter has settled since coming back to school this term; to celebrate their achievements and identify how you might best support them at home.

Making an appointment for Parents Evening

We will be using the parents evening online booking system for you to make a 10 minute appointment. Please use the booking system in the same way you have in the past via:

<https://ruislipgardens.parentseveningsystem.co.uk> this is also accessible via the school website under the 'Parents and Carers' section. **Booking will open today, Friday 2nd October at 4PM and will close on Friday 9th October at 6pm. Please make sure you include the phone number you would like the teacher to use in the final notes section of the booking form.**

If your child has SEND and is on the SEND register, you will receive an additional phone meeting with Mrs Deville, our Inclusion Leader, during the autumn term.

If your child has two teachers, you will be allocated an appointment with either one.

Dates & Timing of Parent Consultation meetings

Class	Dates	Times
N-Daffodil	Monday 12 th & Monday 19 th October	3.50pm – 6.00pm
R-Bluebell	Wednesday 14 th and Wednesday 21 st October	3.30pm – 6.00pm
R-Snowdrop	Wednesday 14 th and Wednesday 21 st October	3.30pm – 6.00pm
1-Beech	Wednesday 14 th and Thursday 15 th October	3.30pm – 6.00pm
1-Elder	Wednesday 14 th and Wednesday 21 st October	3.30pm – 6.00pm
2-Blossom	Wednesday 14 th and Wednesday 21 st October	3.30pm – 6.00pm
2-Cedar	Tuesday 13 th & Thursday 15 th October	3.30pm – 6.00pm
3-Willow	Monday 12 th & Monday 19 th October	3.30pm – 6.00pm
3-Maple	Wednesday 14 th & Tuesday 20 th October	3.30pm – 6.00pm
4-Sycamore	Monday 19 th October & Tuesday 20 th October	2.30pm – 6.00pm
5-Ash	Tuesday 13 th and Tuesday 20 th October	3.30pm – 6.00pm
5-Oak	Tuesday 13 th and Tuesday 20 th October	3.30pm – 6.00pm
6-Redwood	Tuesday 13 th & Thursday 15 th October	3.30pm – 6.00pm
6-Elm	Tuesday 13 th and Tuesday 20 th October	3.30pm – 6.00pm



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Ruislip Gardens Primary School



Attending the Parent Consultation Meetings

In order to facilitate the attendance of as many parents as possible, each appointment will be strictly 10 minutes. Parents must be available to receive their call up to 10 minutes before & 10 minutes after their allocated appointment. The teacher will make contact as close to the allocated time as possible. Please ensure you put your phone on loud, so that you hear the call. If you do not answer, the teacher will move onto the next appointment. They will attempt to call once more after the next appointment. If this call goes unanswered, they will not call again.

Finally, a link to our parent questionnaire is below. Please take the time to complete one as regular feedback is extremely important to us:

https://docs.google.com/forms/d/e/1FAIpQLScDFxZyUfPABQSYXZgL4Bp53PdGLSu_e6-aLhrry1Y6VyEqRA/viewform

Yours faithfully,

A handwritten signature in black ink that reads "S O'Connell".

Miss S O'Connell
Assistant Head

