

Dear Parents & Carers,

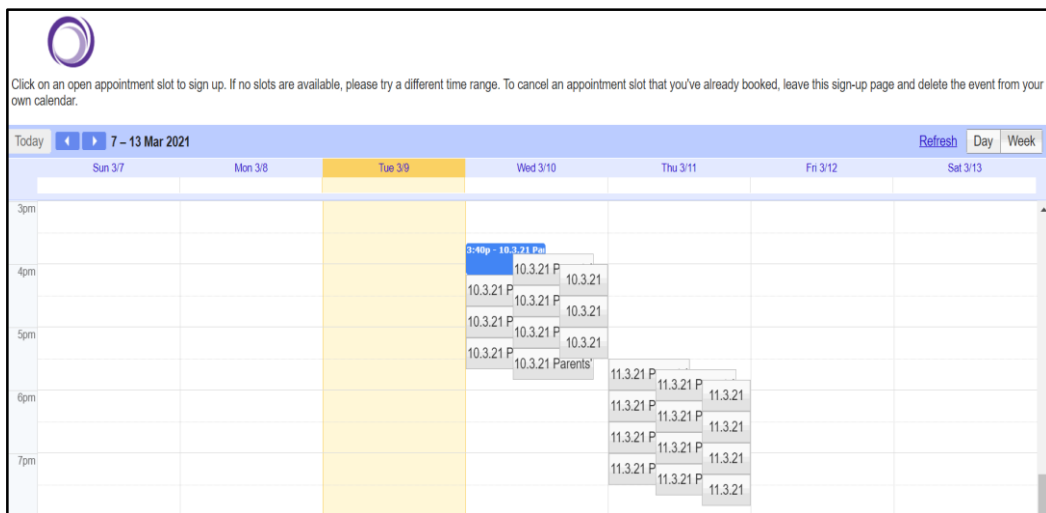
Thank you for your support during the first few days of our full return to the academy. It has been fantastic to see how well the children have settled back into their learning and an absolute delight to see them working with friends whom they have only interacted with remotely over the past 8 weeks. We have made a positive, safe and confident return to school and I would like to reiterate our appreciation for the part that you have played in this.

I am pleased to be able to inform you that we will be holding a parent/carer consultation evening this term. Due to current restrictions, this will be hosted remotely using Google Meet. Most of our families will be familiar with using the google suite of resources due to the recent lockdowns. You will use your child's username and password in order to book and attend an appointment. If you require a reminder of these, please do not hesitate to contact us.

Our consultation evenings will take place on **Wednesday 24th March 4-6pm** and **Thursday 25th March 3.30-5.30pm**. To book an appointment you will need to visit the appropriate link outlined below. This will then offer you a range of available appointments all of which are 5 minutes in duration.

A video of how to undertake this process can be found at:

<https://tinyurl.com/parentseveningbookingguide>



In summary, the steps that you will need to undertake are as follows:

- Follow the booking site link for your child's class listed below,
- When you are on the booking page, select your preferred slot.
- Check your child's details are correct (this will automatically fill in, if you are signed into Google as your child) and press the save button.

The booking system links, by class are as follows:

Outwood Grange Academies Trust is a company limited by guarantee, registered in England and Wales (No. 06995649)
Registered office: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF

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Class teacher	Booking site link
Mrs Robinson/Mrs Peel	https://tinyurl.com/OPALGrNAM
Mrs Holmes	https://tinyurl.com/OPALGrRH
Mrs Johnson/Mrs Corn	https://tinyurl.com/OPALGrRj
Miss Helme	https://tinyurl.com/OPALGrIH
Miss Downes	https://tinyurl.com/OPALGrID
Mr Brightmore	https://tinyurl.com/OPALGr2B
Mr Handley/Mrs Leach	https://tinyurl.com/OPALGr2HL
Mrs Bevan	https://tinyurl.com/OPALGr3B
Mr Turner	https://tinyurl.com/OPALGr3T
Miss Sarvent	https://tinyurl.com/OPALGr4S
Mrs Wilkinson	https://tinyurl.com/OPALGrY4W
Mr Smith	https://tinyurl.com/OPALGr5S
Miss Cheesman	https://tinyurl.com/OPALGr5C
Miss Lord	https://tinyurl.com/OPALGr6L
Mrs Robinson	https://tinyurl.com/OPALGr6R

When it is the actual parents' evening, please follow the steps below to access the Google Meet:

- Open Google Calendar (make sure you are signed in as your child).
- Click on your appointment and click on the blue button 'Join with Google Meet'
- When you are on the Google Meet screen, press the green button 'Join now'.

Should you require any support, please do not hesitate to contact us in school.

Yours faithfully,

K. Wakefield

Mrs K Wakefield
Principal

