



Willenhall
Community
Primary School

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The
Affinity
Federation

Monday 4th October 2021

Dear Parent

Parent Meetings Autumn Term 2021 - Online Appointment Booking & Video Meetings

I would like to invite you to attend a video meeting with your child's teacher next week, appointments will be available on **Monday 11th October (except class 1A), Tuesday 12th October, Wednesday 13th October (class 1A only)**. This will be an important opportunity to discuss how your child has settled in to their new class, their behaviour, attitude to learning and progress. You will also be able to discuss any concerns that you may have.

The school will once again be using the **online appointment booking system SchoolCloud**. This allows you to choose your own appointment time with teachers and you will then receive an email confirming your appointments.

Please visit <https://willenhallprimary.schoolcloud.co.uk> to book your appointments. **A short guide on how to add appointments is included with this email.**

Virtual Meetings by Video

Due to the ongoing COVID restrictions, we are again unable to hold the meetings in person. Instead **we will be holding the meetings by video call using SchoolCloud**. We hope this will allow for more effective and personal meetings. At the time of your appointment you will need to return to the SchoolCloud website at <https://willenhallprimary.schoolcloud.co.uk> and click on the button to join your meeting. **We recommend that you use the link below prior to your meeting to watch a short video on how to book and join your appointments, it includes information on how to test your connection prior to the meeting.**

[Video: Parents - How to attend appointments over video call - SchoolCloud Parents Evening \(parenteveningsystem.co.uk\)](https://parenteveningsystem.co.uk)

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely

Ms L Knowles
Head Teacher



Ambitious young minds are the future leaders of our community

