

People Directorate

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Monday 28th September 2020

Dear Parents and Carers,



Due to the ongoing COVID situation, there will not be face to face parental appointments at this stage in the year but it is essential that we provide parents/carers with the opportunity to have a dialogue with the Class Teacher, as part of our commitment to reporting to parents.

As such, we have scheduled appointments for next week to allow parents/carers to be updated on their child's progress and to discuss any staged intervention plans for those children who receive additional support for their learning.

The appointments will be arranged for **Tuesday 6th, Wednesday 7th and Thursday 8th October between 3.00 and 5.00pm**. The Class Teacher will call you using the South Ayrshire online telephone system which means that the number will appear as a mobile number. Unfortunately if you miss the call, you will not be able to return the call and you will have to call the school.

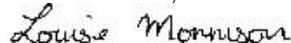
We will send home a sample of your child's work in their own folder, on Thursday 1st October, to give Parents/Carers the chance to look at their child's work prior to the discussion with the Class Teacher. The children's jotters must be returned in the plastic wallet by **Friday 2nd October**.

We will try to accommodate Parents'/Carers' preference for dates and times so please reply to the text with the day and preferred time **e.g. Tuesday 3.00-4.00pm**. Mrs Briggs and Ms Ryding will be also be available to discuss Pupils' progress, for those children who receive additional support. If you would like a separate telephone appointment with Ms Ryding or Mrs Briggs, please add to your reply their name **e.g. Mrs Briggs please**.

If you feel that you require additional time to discuss any matters arising during the Parents' appointment, then please let the Class Teacher know and we will arrange a mutually convenient time for another appointment as the appointments will need to be strictly for 10 minutes as other parents will be waiting to be called.

We would appreciate prompt responses to allow us to schedule the appointments which we will then issue confirmation to yourselves by **Thursday 1st October**.

Yours sincerely



Louise Morrison
Head Teacher