



Edgewood Primary School

Building skills and values for life

Virtual Parents Evening – Autumn 2020

Dear parents / carers,

We have been holding off running our Autumn Parents evenings in the hope that the situation with the virus may improve and we could offer some form of socially distanced face-to-face meeting.

With virus levels looking so high, and likely to remain so for a considerable period, we must look at alternatives. After speaking with colleagues from other schools, the general consensus was that a video conference option was much better for staff and parents as you don't lose the visual elements of communication.

For this reason, we will be holding parents evening appointments via **Microsoft Teams on the 8th, 9th and 10th December**. To book your slot we will be texting out a link to a Microsoft Bookings form for your child's class on **Monday, 30th November at 4pm**. You will need to complete the email address you wish to use for the meeting and add a phone number in case either party is having issues connecting. Further instructions on the booking process, with detailed step-by-step instructions, will follow in a letter on Monday before 4pm.

Each class teacher will be available for a total of 6 hours over the three evenings. Due to personal commitments, staff may not be available on each evening or at the same times each evening. We apologise if this causes any inconveniences for you but it allows us to offer greater options for parents as a whole and hopefully means you all getting a convenient time slot for your family.

Appointments will have to be strictly limited to 8 minute slots to allow 2 minutes before the next time slot to get connected and ready to start. Staff will have to stop the meeting at this time so they do not miss any subsequent meetings but you can arrange to catch up with them at another time if there are things you did not get chance to cover.

You will get a confirmation and an email invite to the meeting. If two parents wish to dial in on the meeting from separate devices please let school know and we can send out another invite.

If you don't have Teams installed on your device you will need to download and install this in advance of the meeting time please to prevent you missing a section of your meeting.

We will send detailed instructions on using Teams and how to join the meeting on Monday, 7th December.

We hope you will enjoy the opportunity to find out how well your child has been doing in school and to discuss the next steps for your child's education with their teacher.

Staffing

You may have noticed that recently some TAs have changed the classes they work with. During this crisis we are constantly trying to refine how we work to reduce the risk to your children and the staff, while maintaining the best possible provision. For this reason TAs are currently working solely in a single class.

As we announced in a previous letter, after many years at Edgewood, Mr Moss has made the decision to retire from his role as Assistant Headteacher and SENCo. I am sure you will join me in wishing him every happiness in his retirement which he tells me will be filled with country walks and pottery.

We held interviews for our new Assistant Head and SENCo just before half term and I am very pleased to inform you that Mrs Bradley was the stand out candidate from a very strong field of experienced candidates. She will take on the role of Assistant Headteacher and SENCO from January.

Her new role means that Mrs Bradley will be out of the classroom 3 days a week and will only be teaching in Red Class from January on Mondays and Tuesdays.

To cover this, Miss Giles will move to Red Class on Wednesday, Thursday and Friday each week.

Ms Grace will be in Orange class 4 days a week with Mrs Trenowden there on Thursdays.

Mrs Major has made the decision to leave us to pursue other avenues in her career. This will mean that Mr Curtis will stay in Azul for 4 days with Mrs Trenowden on Wednesdays.

Mrs Knight has secured a job in another primary school closer to where she lives. We currently have an advertisement out for this role and have had a huge response I know we will fill it with a person who will continue the high quality standard of education the children in Rojo Class are accustomed to with Mrs Knight.

As always I know you will join me with wishing everyone the very best in their new roles either here or elsewhere.

Yours faithfully,

Ed Seeley

Headteacher