



Leamington Community Primary School

Head Teacher: Mr Paul Vine
Deputy Head Teacher: Mrs Rachel Mellor

Leamington Road, Liverpool, L11 7BT

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www.leamingtonprimary.com

[@leamingtonpri](https://twitter.com/leamingtonpri) [/leamingtonprimary](https://www.facebook.com/leamingtonprimary)

Monday 14th March 2022

Virtual Parents Evening – Thursday 24th March 2022

Dear Parents and Carers,

We are hosting our virtual parents evening on **Thursday 24th March from 2pm.**

Parents' evenings are an excellent opportunity for you to discuss how your children are doing in class, and in school generally, with their teachers. They can help decide how best to work together to support your children's achievement.

In order to attend, you will need to book a convenient time via the online platform – School Cloud. This is extremely easy to do and you only need a smart phone or device that enables video call to have your appointment. Please inform the school office if you require any assistance with this, we can loan you a device for the purpose of your appointment if necessary.

Please follow the instructions below and book your own appointment online before Wednesday 23rd March 22. (Slots are offered on a first come, first served basis, so please be quick)!

Booking your appointment:

1. **You should receive a link via email on Monday 14th March** – click on this and it will take you to the School Cloud website.
2. Click on the date e.g. 24th March 2022 and choose whether you would like an automatic (computer will generate a time for you) or manual (you can choose your time) appointment.
3. Click on your child's class teacher and continue.



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4. Choose an appropriate time (add an optional message for the teacher if you wish).
5. You should receive an email to confirm your booking.

If you do not receive your email to book this evening, please contact the school office tomorrow morning to provide an up to date email address.

On the day:

Click on the link that you were sent via email to join the meeting (just before your scheduled time). Each parent will be allocated 5 minutes per session and this will automatically time out at the end.

Kind regards,

Mr. Paul Vine
Head Teacher



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