



Billingshurst Primary School
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Monday 2nd November 2020

Dear Parents and Carers

Parents' and Carers Consultation appointments

This year, the restriction of COVID mean that it is not possible to have our normal face-to face meetings with you. Instead we are going to hold them by telephone.

The meetings will take place in the week beginning 16th and 23rd November with each teacher having a day to undertake these meetings. Therefore your appointment day with your teacher is already allocated. You will be able to book a meeting anytime between 9am and 4.30pm. I am afraid we cannot offer evening meetings as the school has to be cleared by 4.30pm in order to ensure thorough overnight cleaning. However you will be able to select a time that would suit you best.

Please log on to <https://billingshurst.schoolcloud.co.uk/> to book your 10 minute appointment. The site will be live from 5pm On Wednesday 4th November. Appointments have to be kept to 10 minutes as teachers will be on a tight schedule and cannot over run as parents may well take time from work to answer the call. **Please leave your preferred contact number in the 'notes' section when booking your appointment.**

The following days have been allocated to classes:

Monday 16 th November	Netherlands	Egypt	
Tuesday 17 th November	France	Nepal	
Wednesday 18 th November	Morocco	Chile	
Thursday 19 th November	Germany	Greece	
Friday 20 th November	Italy	Argentina	
Monday 23 rd November	Spain	Brazil	
Tuesday 24 th November	Cambodia	Russia	
Wednesday 25 th November	Madagascar	Ireland	Wales
Thursday 26 th November	Scotland	Japan	
Friday 27 th November	China	Maldives	

Please make your appointment on the day allocated. We understand that only one parent will be on the call when normally more than one parent/carer would be able to attend. If you have the resources to both be on the line on speakerphone that is fine with us. We cannot make appointments for alternate days unless there are exceptional circumstances.

Yours sincerely

Helen Williamson
Headteacher

