



## THE COPPICE PRIMARY SCHOOL

### PARENT AND TEACHER MEETINGS

Due to the current circumstances that prevent us from having face to face meetings, we will be holding the meetings as video calls as we did in November using Schoolcloud. This will allow you to arrange a meeting at a time and place that is convenient for you.

The meetings will take place over a two week period; Monday 10th to Wednesday 12th and Monday 17th to Wednesday 19th May. Times will vary across year groups and classes, but each teacher will be available on two of these dates. You can book your appointment using this link [thecoppice.schoolcloud.co.uk](http://thecoppice.schoolcloud.co.uk) which will be activated at 9am on Thursday 29th April.

To login you will need to enter your own name, your email and your child's name. (Please check the spelling of all of these as they must match what we have on our records).

You should be able to access Schoolcloud from all iPhone and Android phones, iPads and tablets, as well as laptops and desktop devices. Scroll through the dates and once you have selected a time slot, you will be given a link for the video call, which you then use at your booked time.

If you have difficulties making an appointment please contact either the school office or your child's class teacher, who will be able to help.

If you are unable to take part in a video call but would still like to speak with the class teacher about your child's progress, please contact your child's class teacher and a phone appointment can be arranged.

The meetings are set 15 mins apart but each meeting with the class teacher lasts for 12 minutes. There will be a timer on your screen so you can keep track. Please be aware that the meeting will automatically end after the 12 minutes. Please make sure you are on time for the start of your meeting to make the most of your booked slot.

Reading, Writing and Maths targets (Y1 -Y6) will be sent home with your child, prior to the meeting. Please ask about these at the meeting if you have not received a copy of them beforehand.

Your child is more than welcome to join the video meeting if they are at home with you. If however you book an appointment during the school day, we will not for obvious reasons be able to release them from class, so the meeting will take place without your child in attendance.

The teachers are looking forward to meeting with you to discuss your child and the progress they have made during this turbulent year.