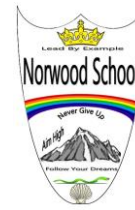


Email: office@norwoodschool.co.uk
Website: www.norwood-school.co.uk

Telephone: 01733 574717



Norwood Primary School
Gunthorpe Road
Gunthorpe
Peterborough
PE4 7DZ

Head Teacher: Mrs D Reynolds - BSc Hons QTS NPQH

Aim High

Never Give Up

Follow Your Dream

Lead By Example

Friday 12th November 2021

Dear Parents/Carers

Consultation Evenings Monday 22nd and Wednesday 24th November 2021

Again, this term, we will be holding parent/carer consultation appointments virtually due to the restrictions in place. Norwood Primary School use PEBS (Parents Evening Booking System) – via Groupcall. This booking system enables you to choose your own appointment times with your child's class teacher and you will then receive an email confirming your appointment(s) – **Please do check your spam/junk folder for this.** If you need support with the booking process, an online self-help guide is attached in the email with this letter.

Appointments can be made from **3.00pm on Monday 15th November 2021** and will close on **Friday 19th November at noon.** Should you wish to make any changes after this date please contact the school office.

An email from Groupcall will go to the registered email address for the 'first contact', which will contain a link to enable you to make your booking of one appointment per child. A guide is attached in the email with this letter to show how to allow other parent/carer to join the same appointment virtually.

Please be aware that you must be available for the time slot booked as the system will let you in at the start of the appointment and then automatically end the appointment at the allocated time – teachers do not have the ability to override this system.

Under normal circumstances, you would be able to view your child's learning. As this is not possible, we would like to sign post you to Seesaw/Tapestry where your child has their individual portfolio of a selection of work and achievements.

If you feel that after your allocated time slot you would like a further discussion with your child's class teacher, please contact the school office via email admin@norwoodschool.co.uk or via telephone 01733 574717 and arrangements will be made to facilitate this.

Please remember that staff are available before and after school for any issues you would like to keep us up to date with, and, should you require a more formal discussion, appointments can be made via the school office. Please do not wait until consultation evenings to discuss any items of importance regarding your child's education and wellbeing.

Yours sincerely

Mrs D Reynolds
Head Teacher

