



Headteacher: Mr D. Stitcher BA (Hons), PGCE (Dist.), NPQH
Deputy Headteacher: Ms V. Moore BEd (Hons), NPQH

Monday 20th September 2021

Dear Parent/Carer,

Autumn Term Parent Meetings

This term, we will be holding virtual Parent Meetings to give you the opportunity to meet your child's class teacher and discuss how your child has settled in to their new class and how they have progressed so far this year.

Each appointment will be held over Microsoft Teams, which is the platform we have used for remote learning. Some of you will already have access to this and have used Teams. If you haven't, please watch the step by step video guide on the home page of the school website:

www.stjamesceprimaryblackburn.co.uk/page/microsoft-teams-support

The username and password to access Teams will have been given to your child for Remote Learning. If you require a reminder, please telephone the school office.

Appointments will begin on Thursday 14th October and will run over a few weeks with varying times available for you to choose from. You will soon receive a notification on the School Spider app to book your appointment.

When you are allocated an appointment time it is really important that you are ready for the Teams call from your child's class teacher. If you require bilingual support, please inform the school in advance.

If you have any difficulties accessing Teams in preparation for Parents Evening, please contact the main school office.

Your sincerely

Mr D Stitcher
Headteacher