



Holtsmere End Infant and Nursery School
Shenley Road
Hemel Hempstead
HP2 7JZ
01442 211963
www.holtsmereinfants.herts.sch.uk
admin@holtsmereinfants.herts.sch.uk

Dear Parents

8th October 2020

Parent's evening telephone consultations - Monday 19th October to Thursday 22nd October

I am writing to you regarding our arrangements for Parent's Evening this year. I am sure you will understand that for Covid safety reasons we are unable to welcome parents into school at this time. Therefore, we have arranged for your child's class teacher to make 10 minute phone calls to parents at a mutually convenient time. During the phone call your child's teacher will discuss with you your child's wellbeing, how they have settled back into school, how their learning is progressing and share any tips for helping your child at home. If you do need to speak with your child's teacher about anything other than this you may want to make an appointment to speak with your child's teacher at another time.

I am sure that you will appreciate that the teachers will be on a strict schedule and calls will have to end after 10 minutes. Please ensure that you are in a position to answer your phone at your booked time. Just as when we meet 'face to face' in the hall we have to keep to the timetable so that we do not inconvenience others. Bookings for consultations will open on Friday 9th October at 6pm and will close on Thursday 15th October at 9:30. Please follow this link to book a time slot with your child's teacher <https://holtsmereinfants.parentseveningsystem.co.uk>. Details of how to book a time slot will follow. If you encounter any problems making a booking please telephone the school office on 01442 211963 and our office staff will be happy to help. Booking times available will be:

Monday 19 th	-	3:30pm to 5pm	-	Nursery, Reception, Years 1 & 2
Tuesday 20 th	-	4:30pm to 6pm	-	Nursery, Reception, Years 1 & 2
Wednesday 21 st	-	3:30pm to 5pm	-	Nursery, Reception, Years 1 & 2
	-	9:00am to 5pm	-	NURSERY ONLY
Thursday 22 nd	-	4:30pm to 6pm	-	Nursery, Reception, Years 1 & 2

****Children who attend our Nurture class will receive a call from Mrs Rayment however you will need to book an appointment with your child's class teacher too. ****

Thank you for your co-operation and support.

Yours sincerely,

Mrs Nicola O'Connell
Headteacher

Attach Guide on How To Book