



Brampton Primary School  
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 Mr K Reid  
 Headteacher  
 B.Ed. (Hons), NPOH

Monday, 19<sup>th</sup> October 2020  
 Dear Parents/Carers,

**Parent Evening Meetings - Wednesday 21<sup>st</sup> and Thursday 22<sup>nd</sup> October**

On Tuesday you will receive a link via text, email or the Expressions app giving you entry to your child's class' *Team* – the meeting room where you will be able to discuss your child's learning and progress. You do not need to have Microsoft Teams installed on your device; you can use a web browser. When you enter you will go into a waiting room where you should wait until the teacher allows you in.

**Please do not enter more than 5 minutes before the meeting time you have booked.**

Mr Wedgbury will do a dummy run on Tuesday. This will give parents a chance to practise accessing the meetings, as this is your first time using this system, and ours. Please look out for the link which will be sent tomorrow.

**Specialist Teachers - Optional**

In addition to you meeting your child's class teacher on Microsoft Teams next week, our specialist teachers for music, Spanish and PE will also be available to share what the children have been learning and, if there is time, answer any questions you might have. Parents of children in Mr Lambert's mathematics group will also have the opportunity to speak to him.

There are specific times when each teacher will be available, depending on your child's year group – please see the table below.

|        | Music         | PE            | Spanish       | Mr Lambert (Mathematics) |
|--------|---------------|---------------|---------------|--------------------------|
| EYFS   |               | 3:40 – 3:55pm |               |                          |
| Year 1 | 4:10 – 4:30pm | 5:10 – 5:25pm |               |                          |
| Year 2 | 4:40 – 5:00pm | 5:30 – 5:45pm | 3:40 – 4:00pm |                          |
| Year 3 | 5:10 – 5:30pm | 5:55 – 6:10pm | 4:10 – 4:30pm | 5:40 – 6:10pm            |
| Year 4 | 5:40 – 6:00pm | 4:20 – 4:45pm | 6:10 – 6:30pm | 5:00 – 5:30pm            |
| Year 5 | 6:10 – 6:30pm | 4:00 – 4:15pm | 5:10 – 5:30pm | 4:20 - 4:50pm            |
| Year 6 | 3:40 – 4:00pm | 6:15 – 6:30pm | 5:40 – 6:00pm | 3:40 – 4:10pm            |

To access these meetings, your child will need to log into Microsoft Teams and navigate to their year group's team, e.g. *Year 4 Parent Evenings* or *Mr Lambert's Year 4 Maths Group*. This will be on the main *Teams* page when they log in and can be accessed by clicking on the icon below, which will appear on the left-hand side of the screen:



The timings will be the same on Wednesday and Thursday.

If you have any queries about using the technology, or your child has lost their log in details, please contact the school via their year group email or speak with Mr Wedgbury in the morning or afternoon.

Kind regards,  
**Mr Reid**  
Headteacher