

Outwood Primary Academy Greystone Quarry Moor Lane, Ripon HG4 IRW Tel: +44(0)1765 603 481

Dear Parents & Carers,

Chief Executive Principal, Primary: Mr Lee Wilson Principal: Miss Victoria Kirkman

Web: www.greystone.outwood.com

Thank you for your support during the first few days of our full return to the academy. It has been fantastic to see how well the children have settled back into their learning and an absolute delight to see them working with friends whom they have only interacted with remotely over the past 8 weeks. We have made a positive, safe and confident return to school and I would like to reiterate our appreciation for the part that you have played in this.

I am pleased to be able to inform you that we will be holding a parent/carer consultation evening this term. Due to current restrictions, this will be hosted remotely using Google Meet. Most of our families will be familiar with using the google suite of resources due to the recent lockdowns. You will use your child's username and password in order to book and attend an appointment. If you require a reminder of these, please do not hesitate to contact us.

Our consultation evenings will take place on **Tuesday 23rd** and **Thursday 25th March.** To book an appointment you will need to visit the appropriate link outlined below. This will then offer you a range of available appointments all of which are 5 minutes in duration.

A video of how to undertake this process can be found at: https://tinyurl.com/parentseveningbookingguide

In summary, the steps that you will need to undertake are as follows:

• Follow the booking site link for

oday	7 - 13 Mar 2021	1					Refresh	Day	Week
	Sun 37	Mon 3/8	7up 3/9	Wed 3/10	Thu 3rtt	Fn 3/12	54	13	
22				10.321 P 10.321 P 10.321 P 10.321 P 10.321 P 10.321 P 10.321 P 10.321 P 10.321 P					
				10.3.21 Parents'	11.321 P 11.321 P 11.321 P 11.321 P 11.321 P 11.321 P				

- your child's class listed below,
- When you are on the booking page, select your preferred slot.
- Check your child's details are correct (this will automatically fill in, if you are signed into Google as your child) and press the save button.

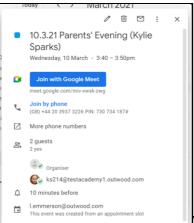
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The booking system links, by class are as follows:

Class teacher	Booking site link	
Mrs Hayes/Mrs Bastow	https://tinyurl.com/OPAGNURS	
Miss Rorke/Miss Beswick	https://tinyurl.com/OPAGRECYR1	
Mrs Stocks/Miss Mullery	https://tinyurl.com/OPAGY1and2	
Miss Watkin	https://tinyurl.com/OPAGY34	
Miss Carmichael	https://tinyurl.com/OPAGY45	
Mr Bates	https://tinyurl.com/OPAGYear6	



When it is the actual parents' evening, please follow the steps below to access the Google Meet:

- Open Google Calendar (make sure you are signed in as your child).
- Click on your appointment and click on the blue button 'Join with Google Meet'
- When you are on the Google Meet screen, press the green button 'Join now'.

Should you require any support, please do not hesitate to contact us in school.

Yours sincerely, Victoria Kirkman Academy Principal



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