



3<sup>rd</sup> September 2021

Dear Parents and carers,

## Pupil Learning Meetings

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Our Pupil Learning Meetings (parents/carers evening) will be held virtually via Zoom on:

**Tuesday 21<sup>st</sup> and Wednesday 22<sup>nd</sup> September 2021**

This is a great opportunity for you and your child to meet with their class teacher to: talk about their start to the year; discuss how they are settling and their friendships; celebrate their learning so far; talk through targets for the year ahead and to answer any questions you may have. Ten-minute appointments are available from 3:30pm until 6:30pm.

Later on during Autumn Term, you will also be invited in to school by your child's year group team, to celebrate your child's learning, look through their books and have a tour around their classroom and school. A date for this evening will be shared with you via Class Dojo over the following weeks.

**To book your meeting, we will be using an online system** (Edu-spot- we already use this for sending texts, emails and for SchoolMoney payments).

We will send a link to your mobile phone and/or email address which will take you to our online booking system to select a time convenient for you. Please follow these simple steps to book your slot:

1. Click the link that you receive through text and/or email to take you to the confirmation page. You will need internet access to do this.
2. Enter your child's **first name** to continue. If you have more than one child, any of their first names will work.
3. Next you will be taken to the booking page. This will show your children alongside the teachers that you can book in with.
4. Click 'Please Choose' to be shown a list of available times that you can click to book. This will also give you the option to add any notes that you might want the teacher to see before the meeting.
5. After you have entered any notes, please click **'Book this Slot'** to complete your booking. When the button has turned green you know your booking has been made.
6. At any time before the Pupil Learning Meeting, you can click the link on your phone or email again to check your booking time or even un-book by clicking the green booked button.

If you have any queries, please contact the school office on 0115 9179266.

Kind Regards,

Shamara Sadler - Principal

## **ACCESS TO ZOOM PUPIL LEARNING MEETINGS**

You can access Zoom via a laptop, mobile phone or a tablet. **The Meeting IDs and Passcodes for each class are below, these will also be sent to you via Class Dojo and you will use these to log in.**

To use the video link just click on it (<https://zoom.us/signin>). The browser window will open and the first time you use it, it will ask you to download the software. Click on Join a Meeting where you will be prompted to enter the Meeting ID and then the Passcode. **Please select join with video and audio so that you and your child can be seen/heard by their class teacher.**

### **Safeguarding**

At Fairfield, we take the safeguarding of your child very seriously and to ensure this, we have put many safeguarding elements in place. Therefore, you will enter a virtual waiting room when you join the Zoom. The teacher leading the call will enable you to enter when the meeting starts. Please ensure your video is on, so that we can see you.

Please make sure the computer is in a suitable place (not in a bedroom or bathroom for example) and the background is clear, showing just the wall perhaps.

For safety reasons, the call will be recorded. The recordings are kept on our school servers for 3 months and no-one is permitted to view them without good reason and without permission from the head teacher.

Please contact the school via telephone or through Class Dojo if you have any questions.

<b>Pupil Learning Meetings: Zoom Access Codes</b>			
<b>Class</b>	<b>Teacher</b>	<b>Meeting ID</b>	<b>Passcode</b>
Reception Eric Carle	Miss Wilding	665 934 8312	Fairfield1
Reception Julia Donaldson	Miss Dickinson	606 453 5805	Fairfield
Y1 – Lynley Dodd	Miss Wallis	<b>988 234 3092</b>	Fairfield2
Y1 – Oliver Jeffers	Miss Stapleton	835 148 4422	Fairfield1
Y2 – Enid Blyton	Miss Johnson	<b>940 173 8965</b>	Fairfield1
Y2 – David Walliams	Miss Richards	<b>391 260 8933</b>	Richards
Y3 – Roald Dahl	Miss Greensmith / Miss Carter	602 631 8460	fairfield
Y3 – Cressida Cowell	Mrs Carter	323 358 6377	321
Y3 – Beatrix Potter	Miss Barber	416 224 0730	FF2021
Y3 – Lewis Carroll	Mrs Shaw	742 620 5246	123
Y4 – L.M. Montgomery	Miss Sheppard	921 8450 8597	4LMM
Y4 – Anthony Horowitz	Mr Connolly	721 657 3651	Fairfield5
Y4 – Liz Pichon	Mr Richards	614 188 4844	4lp
Y4 – Jeff Kinney	Mrs Callister	828 403 2763	Fairfield
Y5 – Edward Lear	Mr Summers	915 905 7492	Fairfield4
Y5 – Katherine Rundell	Miss Braich	461 631 3071	EQmfA1
Y5 – Dr. Seuss	Miss Fitzgibbon	417 127 4315	fairfield
Y5 – Michael Rosen	Mrs Ashford	775 7573 1327	4LMM Dolly
Y6 – Michael Morpurgo	Mrs Treadway & Miss Crawford	604 641 7386	Fairfield
Y6 – J.K. Rowling	Miss Travil	656 670 3768	7eNrNR
Y6 – C.S. Lewis	Miss Woodhead	988 3797 4282	6cslff
Y6 – Jasbinder Bilan	Miss Paice	<b>529 801 1272</b>	<b>yE7g4d</b>