



# PARKSIDE MIDDLE SCHOOL

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Headteacher  
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Dear Parents/Carers

30<sup>th</sup> September 2022

## Virtual Parents' Consultation Evenings

We would like to invite you to meet your child's teachers virtually this half term to discuss their learning and welfare. We will be holding our parents' evenings online through the Parents' Evening booking system that we already use to book appointments. These evenings will take place on Tuesday 18<sup>th</sup> October, Thursday 20<sup>th</sup> October and Tuesday 1st November, all from 4pm-7pm.

Please book appointments through our online system. This enables you to book with your child's teachers directly via the school website at [www.parkside.worcs.sch.uk](http://www.parkside.worcs.sch.uk) with effect from **6pm on Monday 3<sup>rd</sup> October 2022**. Please follow the link **Parents' Evening booking system** on our home page and you will note there is a **Parents' Guide** for your assistance. Once appointments have been made a confirmation email will be sent to you. If you do not have access to the internet, please contact the school office where a telephone consultation can be arranged.

Can I remind parents that appointments are for five minutes only at the end of which the appointment will automatically end. **Parents and carers can make a maximum of six appointments and a maximum of two five-minute slots should be made for each teacher.** If you require more time or are unable to get a time slot with the teacher you require, please contact school to make a separate arrangement.

**On the day of your appointments please log back into the Parents' Evening booking system and click 'Join video appointments' on the home page. Here you will be able to log in and test your microphone, camera and speakers ahead of your appointment. Please upgrade any iOS 14.2 devices to iOS 14.3 or above or use an alternative device.**

We understand that there may be some unexpected technical issues on the evening, and we ask for your patience with this.

**If you are unable to attend an appointment, please ensure you cancel through the online booking system or by contacting school.**

Yours sincerely

**Mrs N Mancini**  
Headteacher



As a school we establish and maintain an environment where children feel secure, are listened to and encouraged to talk.