



HAWRIDGE & CHOLESBURY CHURCH OF ENGLAND SCHOOL

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Headteacher: Mrs Rosie Phillips

Dear Parents

7<sup>th</sup> November 2024

This year's parents' evening meetings (for children without a SEND Support Plan) will take place both in person at school (YR – Y6) and online (Y1 – Y6 only).

- To book your slot, please go to: <https://hcschool.schoolcloud.co.uk/>
- A Parents' Guide for Booking Appointments is also attached, which may be of help.

All appointments are 10 minutes long. When you book your appointment there is a section where you can type a short message to your teacher. We hope you will find this useful to let your teacher know any specific concerns you have before your meeting, so they are able to address them immediately at the beginning of your 10 minutes. For online appointments, once the 10 minutes are up you will automatically be disconnected.

**Books**

- will be available to view in the hall beforehand for parents with in person appointments.
- will be available to view in the classrooms until 4pm on Wednesday 13<sup>th</sup> November for parents who have video call appointments.

The time slots available (for children without a SEND Support Plan) are as follows:-

In person at School	Monday 11 <sup>th</sup> November 2024	Windmills (YR)	2pm – 5.20pm
		Years 1-6	3.40pm – 5.40pm
Video Call	Thursday 14 <sup>th</sup> November 2024	Years 1-6	4.45pm – 7.45pm

**For children with a SEND Support Plan**

The 20 minute appointments will be the following week commencing Monday 18<sup>th</sup> November 2024. All appointments will be in person at school. A variety of appointment times and days can be seen once you log on. *Please note that these bookings will not open until Wednesday 13<sup>th</sup> November 2024.*

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**PLEASE ENSURE YOU BOOK THE CORRECT TYPE OF APPOINTMENT.**  
*If you make a mistake or need help, please contact Mrs Barnes in the school office.*

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**Please note that the system will go live at 7pm this evening** and will close for bookings at 9am on the morning of each specific parents' evening. If you have any issues at all, please contact the school office for assistance.

*Just a reminder that children should not attend the in person or online Parents' Evening, it is for adults only.*

Thank you.

Mrs R Phillips  
Headteacher