

# Bitterley C of E Primary School Academy 2-11



Bitterley, Ludlow, Shropshire, SY8 3HF

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Monday 1<sup>st</sup> November 2021

Dear parents and carers,

Parents evening will be held in school with face to face appointments on Tuesday 2<sup>nd</sup> November and Wednesday 3<sup>rd</sup> November between 3:30 and 5:30pm.

To minimise risk of transmission of the virus, we are implementing a range of measures.

- We ask that **only one parent attends**, please do not bring children to the consultation.
- We request that **everyone wears a mask whilst inside the building**.
- **Each consultation will last 10 minutes** and we will adhere to these times as much as we possibly can.
- We ask that you **arrive just before your appointment and leave as soon as the consultation ends**. Teachers will have samples of children's work; it will not be placed in the corridor.
- To minimise risk, **work books will not be available for handling** at this time.
- Upon arrival, **please do not come into the school building**, wait in the covered area identified below:
  - Little Acorns: The covered area in front of the nursery.
  - Wondrous Willows: The covered outdoor learning space area to the rear of the school.
  - Majestic Maples: The timber covered learning space to the side of the school.
  - Fantastic Firs: The timber covered learning space to the side of the school.
  - Mighty Oaks: The covered area in front of the nursery – your consultations will be in the school hall.
- Please ensure you wear warm clothing as ventilation is key, it can get quite cold.

Thank you for your support and understanding, we look forward to seeing you.

M Halstead

Head of School