



E P COLLIER
PRIMARY SCHOOL

Nurture Discover Achieve

26th September 2024

Dear Parents/Carers,

Parent/Carer's consultation meetings Autumn Term 2024

We are continuing to have our parent consultation meetings via a video link and invite you to request a 10-minute meeting via the Parents Booking website. Please book one meeting per child. If your child is in the Speech and Language resource please book one with their mainstream teacher and one with Mrs Phelps-Jones.

The consultations will be held week beginning the 7th October and each teacher has set times and days that they will be available. You will be able to see these when the booking system is live.

Parent Booking is an on-line system that allows you to login to book your time and then facilitates the video meetings. You will also receive an email link once you have booked your appointment - look out for a donotreply- email, sometimes they go into junk mail!

To join the video meeting, you will need to login to the Parents Booking website in the same way as when you booked your appointment, you will see a 'join now' button which will place you in the waiting room ready for the teacher to connect with you.

To log on please use the link below:

<https://parents-booking.co.uk/epcollier>

You will need to have the following information to allow you to log in:

- your first and second name
- the email address school has for you
- your child's first and second name
- your child's date of birth

The booking system will be open from 08.00 hours on Saturday 28th September until midnight on Sunday 6th October.

If you are not able to access the website or participate in video calling, please contact the office for further support via admin@epcollier.reading.sch.uk, ideally providing a screenshot of the login details you are attempting to use to log in.

Yours sincerely

Justine McMinn
Head Teacher

Ross Road, Reading, RG1 8DZ
Tel: 0118 9375470 Email: admin@epcollier.reading.sch.uk
www.epcollier.reading.sch.uk