



# The Federation of St Elphege's and Regina Coeli Catholic Schools



St Elphege's

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Regina Coeli

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**Executive Head Teacher: Mrs F Hawkes OBE**

Head of School: Mr M Jones

Head of School: Mrs T Christoforou

**Deputy Head Teachers:**

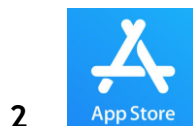
Mrs R Duffy, Mrs C Guilmartin-Cole, Mr L Hawkes, Mrs M Spain

Friday, 20 November 2020

## PAR Day Thursday 3rd December 2020

Dear Parents and Carers,

Parent and Teacher Consultations are vital to the success of every child. We are unable to invite you into the school during this time however PAR day will be going ahead virtually this term on **Thursday 3<sup>rd</sup> December**. The virtual meetings will be held on the Google Meets<sup>1</sup> platform. You will be able to download the Google Meets app from the Apple App Store<sup>2</sup> or the Google Play Store<sup>3</sup> depending on your device. If you wish to use a computer or laptop to access the meeting, you will need to use a Google Chrome Web Browser<sup>4</sup>.



To select a time for your appointment please complete The Google Form for your class on the school's website. Once you have filled in your form, you will receive an email with the time you have selected and the link to the virtual meeting. You should flag this email or note down the link.

School will be closed to children on this day to allow all consultations to go ahead. We would like **children to join the meeting** so they can be a part of the discussions and target setting. Please note, all meetings will be strictly 10 minutes long and will not run over the allocated times. We thank you for your continued support.

Kind regards

Mrs Spain