



Saint Edmund's and Saint Thomas'
Catholic Primary School
Oxford Road, Waterloo L22 8QF
Tel 0151 928 5586 Fax 0151 928 4352



7th July 2022

"Google Meet" Parent Meetings 12th July 2022

Dear Parents

All class teachers will hold one to one online parents' meetings via "Google Meet" on Tuesday 12th July 2022. Appointments will be available from 4.00pm and will be in five minutes slots. Given the precise appointment times, you will need to be on time - you may miss an appointment if you are late. Booking will be open from 9.00am tomorrow (Friday 8th July) until 2.00 pm on Tuesday 12th July. These bookings are to be made through our website stedmundsprimary.co.uk or using the School Spider App. If you have used School Spider before but you cannot remember your login details:

- **Make sure you have the latest version of School Spider App**
- **Select our school**
- **Click Parent Login**
- **Click Forgot Password**
- **Enter your email address and it will send you a reset password link and username. Please note, your username is NOT your email address**

Please remember that it is **five minutes** for your appointment and we cannot have a *cyber queue* so class teachers will control the admission to and closing of a meeting strictly in accordance with time allocation. You are asked to log in about two minutes before your allotted time so that the teacher can see you are waiting and to log in with your child's name to make it easier for class teachers to identify the parent.

Google Meet links will be emailed out to you nearer the time.

Yours faithfully,

Kieran A Loftus Headteacher

Alison Pritchard Deputy headteacher