

Please ask for: James Cook
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Date: Thursday 24th February 2022

P2 – P7 Virtual Parent Meetings – March 2022

Our virtual parent meetings are due to take place on **Monday 7th, Tuesday 8th and Wednesday 9th March 2022, 3.30pm – 5.45pm**. We are using an online system called [Parents Booking](#) in order for you to meet with your child's teacher.

Making a Booking

The booking system will open on **Thursday 24th February 2022 at 6pm** to make bookings and close on **Thursday 3rd March 2022 at 9am**. To make a booking visit <https://parents-booking.co.uk/cawdor> and login using you and your child's details.

Once you are logged in, you will be able to select the parent meeting and view/ book available slots. After you've made your appointment you can email or print your confirmation.

If more than one parent intends to attend the same meeting from a different location, there is information of what to do when you book the meeting in the following video: [CLICK HERE – Multiple Locations Video](#)

On the day of Your Meeting

On the day of your meeting, you need to login again. 10 minutes before your appointments are due to begin you will be able to join the video meeting room, where you can wait for your meeting.

Internet Browser Compatibility:

You must use one of the below device and internet browser combinations for the video meeting technology to work:

- **Apple iPhone/iPad (iOS 11+):** Safari
- **Android phone/tablet:** Chrome or Firefox
- **Linux computer:** Chrome or Firefox
- **Microsoft Surface:** Chrome or Firefox
- **Mac computer:** Safari, Chrome or Firefox
- **Windows computer:** Chrome, Firefox or Edge (Chromium).

The meeting will begin at your booked time. Meetings will run for 12 minutes and there will be a timer on the screen. At the end of the time the meeting will end automatically. Further information can be found:

[CLICK HERE – Information for Families PDF](#)

If you have any questions, you can ring the school office on 01667 402460 or email cawdor.primary@highland.gov.uk.

James Cook
Head Teacher,
Cawdor Primary School