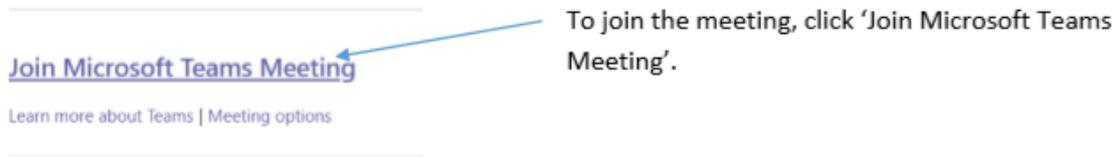




1. Prior to your Parent's Consultation appointment you will be sent a link to the email address you provided. The email will be a calendar invite, and will contain the following link.

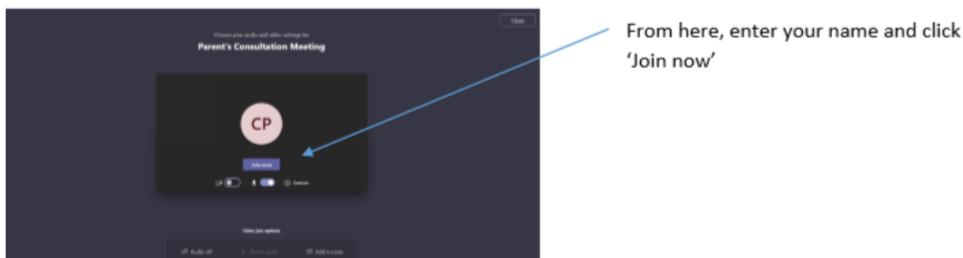


We recommend that you test this link to ensure that you are ready for your appointment, if you reach the 'when the meeting starts we will let someone know you are waiting' then everything is working as it should be. If you are using the link on a computer/ tablet you can choose to 'continue in browser' which means you do not need to download anything; however, if you are joining on your mobile phone, you will be prompted to download Microsoft Teams. This is a free download.

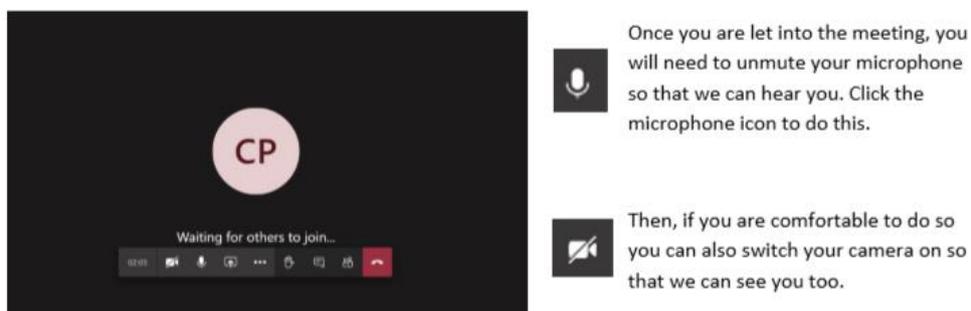
2. If you are joining on a computer, the link will take you to a web page, which looks like this:



3. This will take you to a screen, which looks like this:



4. When you join the meeting, you will see a message saying that someone will let you in soon.



We ask that you have your phone to hand when connecting to this meeting, as if we are unable to establish the connection after a few minutes, we will call you to ensure that you do not miss your opportunity to speak with us about your child's learning and progress.