



Loving to learn, Learning to love.  
For every child a chance to shine



LAYSTON C of E FIRST SCHOOL  
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Headteacher Mrs A McMurrough

4<sup>th</sup> February 2021

Dear Parents,

Next week, I would like to try out a short live "meeting" (roughly 15-30 mins) to say hello to the children in real time, see how they're doing and briefly run through some upcoming lessons etc.

This would be a trial session, and if it goes reasonably smoothly, it could become a weekly occurrence until the children return to school. I would like to apologise in advance if you encounter any technical issues trying to join, but with technology involved this will, unfortunately, be inevitable. I will do my absolute best to connect everyone that would like to join.

### When?

10:30am, Thursday 11th February

### How do I join?

You will be sent a meeting 'nickname' to type into Google Meet. This will be sent in an email (to your parent's account) before the meeting, at about 10:15am. I will also send a backup link that you can click on (or type in) in case that doesn't work.

### Do I need to download anything?

For **tablets or smartphones**, you will need to download the "**Google Meet**" app. Please make sure you can sign in to this before Tuesday (using your child's account).

For **laptops/desktops**, you just need a 'modern' browser such as Google Chrome, Microsoft Edge or Mozilla Firefox (you probably have one of these already)

### Do I need to do anything else?

Yes! Please make sure you can sign in to your Google account. **Either sign in to the Google Meet app or the website: [meet.google.com](https://meet.google.com)**

Email addresses and Passwords will be emailed out to each individual.





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I would also like you to have a think about something you would like to share so it could be a piece of work you are particularly proud of or some news. Have a think about if there is anything you would like to ask about the home learning too and I will try my best to answer. It may have to be something we speak separately about to save on time for everyone else though!

**Finally...**

If everyone could join with **microphones muted at the start**, that would be really helpful. Having done plenty of live meetings with small groups of adults, I know that it can get very noisy if everyone's mic is on! Please also only log in with your Layston email address - for safeguarding reasons I will not be admitting anyone without one.

Again, I apologise in advance for the inevitable technical issues that will befall some of you, but I think the children will really appreciate it, so it's worth having a go. Please email me if (when) you have any issues:

**bmoos@layston.herts.sch.uk**

Kind regards,

Miss B Moss

