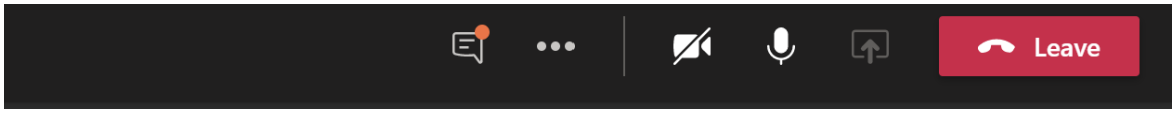
Teams Parents evening – Upper Nursery to 6

Please sign in to your child's Microsoft account and open Teams.

As closely as possible the correct time as booked by you in the last few weeks, your teachers will initiate a Teams video call with you. This is a very tight schedule, but we are positive that, barring broadband issues, we will be fine.

Please do not initiate meetings as they could disturb the meeting prior to yours.

You will receive a call notification.

- Click **Accept with audio** to answer with audio only.
- Click **Accept with video** to accept the call and enable video as well.
- Click **Decline call** to decline the call.

At the end of the meeting, you class teachers will ask you to 'hang up'. Click on the centre of the screen and use the red button. (Windows PC view)