



3 November 2020

Dear Parent/Carer,

I am writing to you to invite you to attend an Online Parent/Carer Teacher Consultation Evening. The evening will take place between 3pm-6pm on Wednesday 18 November.

We are intending to run the appointments using Microsoft Teams, the meetings can be accessed through any web browser and on a range of devices including mobile phones, tablets and laptops. **We strongly advise that you download the Microsoft Teams app onto you mobile device or computer ahead of the evening to ensure you are able to access all sessions.**

I will write to you again by the end of this week with details of how to book your appointments and further details of the format of the evening.

At this point in the school year, in 'normal' conditions, we would be inviting you into the Academy to discuss your child's progress in Year 10. Meeting with you face to face is an important part of how we work together to keep you informed and support your child to flourish. We are looking forward to one day being able to safely invite you into school. In the meantime we will do all we can to ensure that you feel informed and involved with this important time in your child's education.

Yours sincerely

Mr J Perkins

Principal: Mr Mark Avoth

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