

March 17, 2021

Dear Parent/Carer

**Please read the attached PDF which explains how to access the virtual meetings.**

Year 11 Progress Evenings will take place over two evenings on Wednesday 24th and Thursday 25th March 2021. **Bookings will open on Thursday 18th March at 18:00 and close on Wednesday 24th March at 12:00 noon.** Teachers will be available for one or both evenings. These appointments will be virtual and made by video call using Parent Booking software. Face-to-face meetings will not be available. These meetings are intended for students with parental support.

Information on how to use the Parent Booking site is attached on the PDF document. Please read this document before your appointments to ensure you have the correct technology available. The facility will work easily on the following devices:

- Apple iPhone/iPad (must be 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 (but only the new Edge Chromium, not the old Edge)

However, the software is most effective when used on a laptop or desktop PC.

To book an appointment with your child's teacher, please use this [link](#).

Kind regards  
Mrs Palik

#### **Dates for your diary**

Easter Holidays - March 9 to April 9 (inc)  
April 12 - School reopens

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