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27 March 2024

Dear Parent / Guardian

## Year 8 Virtual Parents Evening – Thursday 25 April 2024

I would like to invite you and your child to attend our virtual parents' evening between 3.30 pm and 8:00 pm on Thursday 25 April 2024.

This is an important evening and provides you with an opportunity to discuss your child's progress.

The school's online appointment booking system allows you to choose your own appointment times with teachers. You will receive an email confirming any appointments you make.

A short 'how to guide' can be found here.

To book appointments please click here.

You will require the following information to login:

- Student's preferred forename
- Student's legal surname
- Student's date of birth

Please note that when completing the parent information section, you must use the contact email address you provided to the school.

The appointment system will go live at 8 am on Thursday 28 March 2024. Your child Please be reminded that you should only book with one teacher per subject even if your child has two teachers. Appointments fill up quickly so please book early enough to avoid disappointment. No booking reminders will be sent until after the Easter Break.

Please note appointments are 5 minutes long and will automatically disconnect once the 5 minutes have lapsed.

We look forward to seeing you virtually at this event.

Yours sincerely

Miss L Ryan Head of Year 8

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