



Monday 23rd November 2020

Dear Parent/Carer,

I am writing to inform you that, owing to the current situation regarding Covid-19, we have made the decision to hold this term's Year 11 parents' evening remotely. This will ensure that we are able to minimise any risk of infection, while also giving parents the information they need about how students are settling in to their new school.

Arrangements will be as follows:

- Each parent will be given a 15 minute appointment with a member of teaching staff at the school who knows the student and is able to comment on their progress.
- Appointments will take place between 4 and 6pm on Thursday 10th December. Please contact the office if you would like to request an alternative time and we will do our best to accommodate this.
- Appointments will be held over the telephone, unless families express a preference for a video call.
- Members of staff holding the calls will have access to a full range of information about students and will be able to answer any questions which parents have about the school.

A letter with an appointment time, and the member of teaching staff the appointment is with will be sent home with your son/daughter.

We believe that these arrangements are the best way to ensure that we minimise any risk, while also providing parents and carers with an update about how students have settled in at the school and the opportunity to ask any questions they might have.

Please do let me know if you have any questions about this.

Yours sincerely,

Ms Christofides
Assistant Principal