

November 2023

Dear Parent/Carer

Re: Year 10 Virtual Parents' Evening - Monday 11th December

I am delighted to invite you to your child's virtual Parents' Evening, scheduled for Monday 11th December 2023. This will be an opportunity to hear directly from your child's subject teachers on how they are progressing. If, following the discussions, you or the teacher feel that you need more time, the teacher will make separate arrangements with you. In addition, if you have a particular matter you wish to discuss, please include this information at the time of booking in the comment box to ensure the meeting is as productive as possible.

We will soon provide you, via the SIMS Parent App, with an interim report that details the current working grades for your child in each of their subjects alongside the target grade they are aiming for by the end of the year. Please note that it will not be possible to book appointments with your child's Form Tutor or PSHCE teacher. This is in order to maximise the opportunity for bookings to be made with subject teachers.

All appointments will be online. Appointments will be available between 3:55 and 7:00pm and are limited to 5 minutes per teacher - **the call will automatically end after this time.**

Bookings will open on **Monday 27th November** at 4:00pm, and close at 10:00am on **Monday 11th December**. You can find a booking guide [here](#).

You will not need to download any additional software to access the appointment. You will receive an email from a platform called the "Parents Evening System" inviting you to book an appointment. You can also book by going to <https://stopsley.schoolcloud.co.uk/>. On the evening itself you will need to **open your email and click on the link to start the meetings** at the appropriate time.

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If you do not receive the email inviting you to make your appointments, please check your spam/junk folder first, and then contact admin@stopsleyhighschool.co.uk so that we can check your details on our system.

If you have any difficulties booking the appointment remotely please also contact us on the same email address.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'S. Arkison', with a long, sweeping horizontal line extending to the right.

Miss S. Arkison
KS4 Leader