

7 October 2024

Dear Parent/Carer

Year 10 Settle Factor Evening – 14 October (ONLINE)

I would like to inform you that the Year 10 Settle Factor Evening is arranged for Monday, 14 October commencing at 3.30pm until 8pm.

This evening will be a four minute online meeting with each of your child's teachers to check on their progress at the start of Year 10, outline the structure of Year 10 and allow you to ask any questions about the next two years at Priory. The evening will again be held using our web-based program, 'SchoolCloud Parents Evening'.

Please go to the link below from today to book your appointment.

<https://penworthampriory.schoolcloud.co.uk/>

Full instructions on how to book and attend appointments can be downloaded from www.priory.lancs.sch.uk/parents/parents-evenings and, in addition, a tutorial video can be viewed by visiting the link below.

<https://vimeo.com/473882995>

To enable teachers to meet with as many parents/carers as possible, each appointment slot will be four minutes long. The appointments automatically stop after four minutes and teachers cannot extend the call. There is then a one minute gap before you are automatically transferred to the next teacher.

Please note, when booking your appointment for Science, your child will inform you which Science teacher to book with. Please do not book with any additional Science teachers.

You will only need to book with your child's PE teacher if they have chosen PE and Sport as an option subject.

If you would like to speak to any other member of staff, please feel free to contact them direct. A full email list can be found by visiting the link below.

<https://www.priory.lancs.sch.uk/parents/staff-contact-list>

We look forward to speaking with you on Monday, 14 October.

Yours faithfully



**Mrs V Eastham
Head of Year 10**

