October 2020

Tutor- Parents' Evening - Online Appointment Booking

Dear Parent/ Carer

I would like to invite you to attend our 'virtual' Parents' Evening on Monday 12 or Tuesday 13 October 2020. Attached with this letter are instructions on how to a.) make an appointment and b.) how to join a video call with your child's tutor. If you are unable to talk via video at this time, please email your child's tutor if you would prefer to hear from them by phone or email at another time. Tutor email addresses can be found on the school website.

You will have the opportunity to meet virtually with your child's tutor and discuss how they have settled in to the new year. You will also be able to discuss the details of the 'Settling-in' report which is available on the Parent App. This report is designed to give you a clear picture of your child's attitude and approach to their learning in each of their subjects.

The school uses an intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from **now** and will close on **Friday 9 October.** Should you wish to make any changes after this date please contact the school office.

Please visit **https://selwoodacademy.parentseveningsystem.co.uk** to book your appointments. (A short guide on how to add appointments is included with this letter.)

Yours sincerely

Adam Broad
Deputy Headteacher