



THE WESTLEIGH SCHOOL
Aspiring & Achieving Together

HEADTEACHER: MR CARLTON BRAMWELL *BEd (Hons), MSc, NPQH*

November 2021

Dear Parent/Carer

Form Tutor Evening – Thursday 2 December, 4.00pm-7.00pm

I am pleased to invite you to attend our Y8 – Y10 Form Tutor Evening on **Thursday 2 December 2021**, commencing at 4.00pm.

You will have the opportunity to discuss your child's attendance and attitude to learning with their Form Tutor as well as any issues which have the potential to prevent them from realising their potential.

The Form Tutor Evening will be at school although we will be using an online appointment booking system. This allows you to choose your own appointment times with the form tutor and you will receive an email confirming your appointment.

Appointments can be made from **Thursday 25 November 2021** and will close on **Thursday 2 December at 3.00pm**. Should you wish to make any changes after this time please contact the school office.

Appointments are available to book with Miss Johnson, Assistant Headteacher, SENCO should you have any SEND related queries. Your child's Head of Year will be available on the evening to support if you have any questions for them.

Please go to <https://westleigh.schoolcloud.co.uk> to book your appointments. (A short guide on how to add appointments is included on the back of this letter).

If you do not have access to the internet, please contact the school office who will be able to arrange an alternative.

We politely request that masks are worn during appointments in line with government guidance.

Yours sincerely

Paul Lamoury
Deputy Headteacher