



**16th October 2020**

**Y11 Virtual Parents' Consultation Evening – Wednesday 4<sup>th</sup> November 2020, 17:00 to 19:00 – Online Appointment Booking**

Dear Parent/Carer

In order to ensure that our Year 11s have the best support possible, we would like to invite you to attend our **Virtual Parents' Evening on Wednesday 4<sup>th</sup> November 2020**. This is an important evening and an opportunity for you to speak to your child's teacher. The appointments will last approximately 5 minutes.

Alongside the Parents Evening, you will also receive two Progress Reports. You will receive the first of these imminently which we hope will aid your conversations with subject teachers. The other Progress Report will be sent in February. In March we will have another parents' evening to target and support those students who we think are not making good progress. We hope that these contact periods: October, February, and March are timely positioned so that we can capture the progress being made and effectively think about the support we need to give your child in the lead up to the exams. In addition to this information, students will also have their mock results in January.

Unfortunately, we do not have the capacity to arrange appointments for everyone and we ask that you only make one appointment with each teacher, even if they teach your child two subjects. This teacher will be able to speak to you about both classes during the one appointment. However, we would like to remind you that if you have any concerns at any point in the year, then please do make contact with your child's teacher, tutor or Head of Year.

If you are unable to attend the Virtual Parents Evening due to technical issues or otherwise, please do let us know and we will endeavour to inform you of your child's progress over the phone. If you cannot make the parents' evening after you have made an appointment, please could you let us know. If this is the case, we will be able to use that appointment slot for another student.

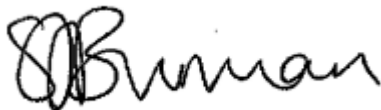
Appointments can be made from **19:00 Wednesday 21st October 2020 and will close at 09:00 on Monday 26<sup>th</sup> October 2020**. Should you wish to make any changes after this date please contact Cindy Thatcher on 01491 683389, [cthatcher@langtreeschool.com](mailto:cthatcher@langtreeschool.com).

Please visit <https://langtree.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add and attend a virtual parents' evening appointment is on Langtree's website under the Parent tab and will be emailed to you by Dr Thatcher shortly.) Login with the following information:

**This will be given to your child on Monday 19<sup>th</sup> October 2020**

If you do not have access to the internet, please contact Cindy Thatcher, details above who will be happy to add appointments on your behalf.

Yours sincerely

A handwritten signature in black ink that reads "S Burman". The signature is written in a cursive style with a large, stylized initial 'S'.

Ms. S Burman

Deputy Headteacher