



22 September 2020

Dear Parent/Carer,

Year 11 Parents' Evening 1st October 2020 - Online Appointment Booking - *NEW SYSTEM

I would like to invite you to attend our online Parents' Evening on 1st October 2020, between 4pm and 6.30pm. This is an important evening and provides you with an opportunity to discuss how your child has settled back in to this crucial, final year. It is also a chance to find out what they need to do to ensure their success and satisfaction before completing their time with us.

We are always delighted that the vast majority of students are represented at parents' evenings and ask for your attendance at this online event – no appointments will take place in school. We are certain that your involvement and support makes a difference to student success, both academically and emotionally.

At this stage, Year 11 are already preparing for their PPEs (pre-public exams) and will quickly move into preparations for the final GCSE papers. We strongly believe that if parents/carers are aware of the aspects of learning and behaviour for learning students need to focus upon, along with the resources they have to assist their progress, they will have a much greater chance of achieving.

In light of the restrictions in place and to support Covid safety, the school has introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and receive an email confirming your appointments. We are confident this will be an improvement to the previous system and welcome any feedback.

Once you have accessed the Parent Portal, as per the instructions in the letter attached to this invite letter, you will be able to access the Parents' Evening booking system. You can access the Parent Portal via the following link <https://intranet.kingarthurs.org.uk> log in (using details on attached letter), and then use the icon entitled Parents' Evening (as per the graphic) to start booking your appointments. Simply click the icon to view available teacher and time slots.



Appointments can be made from Wednesday 23rd September and will close on Wednesday 30th September. Should you wish to make any changes after this date, please contact the school office.

In order to best support a productive conversation, the system allows for the appointments to be held as online calls. This is simple to use and already set up. On the 1st October, you will log in to Parent Portal, access the Parents' Evening icon and access your parents' evening appointment. You will need to click to

'Join Video Appointments' to access your appointments and each one will start a call automatically at the time you have booked, across each subject. Please see the link to a guide, should you need further support. <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

We hope that you will find this new way of working not only safe but easy to use. If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours faithfully,



Mrs Jen Jacklin
Headteacher