



Blessed Hugh Faringdon Catholic School & Sixth Form Centre

'True Teaching'

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Dear Parents

Year 7 Parent / Staff Consultation Meeting Thursday 30th November 4.00pm – 7.00pm

You are warmly invited to our Year 7 Parents Consultation Evening on Thursday 30th November, 4.00pm to 7.00pm. We will use the Parents Evening System for online appointments: <https://bhfps.parentseveningsystem.co.uk/>. You should use this programme to make your appointments and to access your online appointments on 30th November.

You will receive an email with a direct link to make your appointments. The link will be open from 6pm on Monday 6th November and remain open until 8am on Wednesday 29th November. If you think we do not have your correct and current email address, or you do not receive the email link, please contact the school main office as soon as possible to update your records. There is a guide on how to access the video message service: <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

This is a very important opportunity for you to make appointments with subject teachers to discuss your child's progress and attainment in curriculum areas. Mrs Edwards, SENDCO, and Miss Boorman, Head of ASD Resource, will be available, if you wish to speak to either of them, please make an appointment.

Unfortunately we do not have the capacity on this night for you to make appointments to speak to tutors or myself but if you do wish to discuss anything please contact the tutors or myself directly.

We strongly advise that you make appointments with a teacher for each subject that your son/daughter is studying. A minimum of six appointments should be made with staff. All available teachers will appear on the system for appointments.

All appointments are arranged for a duration of five minutes only. Please note, the online booking system will end appointments automatically at the end of the scheduled time. If you need a longer period of time, you can arrange an online appointment at another time to meet with a particular member of staff.

If you have any questions about Parents' Evening, please do not hesitate to contact your child's Form Tutor or myself.

Yours sincerely

**Miss L Heaver
Head of Year 7**

