



October 2020

Theale Green School

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Dear Parent/Carer

Virtual Year 11 Parents' Evening - Thursday 5th November 2020 (4.00/4.30-7.30pm)

Our Year 11 Parents' Evening is due to take place on Thursday 5th November. Due to current COVID -19 restrictions, we will be holding the event online via Microsoft Teams. You will receive instructions to guide you through the process prior to the evening.

We would like to encourage you to attend our virtual evening in order to gain a full understanding of your child's progress so far in Year 11. It is important that your child is present for the video calls so that they can be involved in discussions with their subject teachers.

Please discuss with your child the teachers you would like to speak to and submit your appointment request by Friday 23rd October, using the customised web link that has been sent to the Priority 1 contact email address we hold for each student. A copy of the appointment request form will also be available on the school website:

Parents > Parent Communications > Year 11.

A small number of teachers will be available for appointments from 4pm, however the majority of staff will be online from 4.28pm. Each appointment will last 7 minutes (5 minutes talk time), we have allowed additional time to enter/exit each video call.

In order to get the best out of the evening:

- please prioritise the number of appointments you request;
- please note that it may be difficult to fit in all your appointments if you are only contactable for a limited time.

If you experience any problems using the web link, please contact me by email:

seaton@thealegreen.w-berks.sch.uk or telephone: 0118 930 8542

This will be the first time that we have run this system, so please be patient if there are some technical glitches on the first full run through. We hope that this model will be something that we can move forward with on future Parents' Evenings.

We hope you will be able to attend our virtual Year 11 Parents Evening and we look forward to seeing you online.

Kind regards

Sandra Eaton - Office Manager



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