

Theale Green School



November 2020

Theale Green School

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Dear Parents/Carers

Sixth Form Parents' Evening – Thursday 10th November 2020 (4.00/4.28pm-7.30pm)

Our Sixth Form Parents' Evening is due to take place on Thursday 10th November. Due to current COVID 19 restrictions we will be holding the event online via Microsoft Teams. You will receive full instructions regarding access etc., before 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 Sixth Form. It is important that your child is present so that they can be involved in discussions with their subject teachers.

Please discuss with your child the teachers you would like to speak with and submit your appointment request by 9.00am Thursday 3rd December, using the customised web link that has been sent via our ParentEve software 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 > Sixth Form**

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 10 minutes (8 minutes talk time) we have allowed time to enter/exit each video call.

In order to get the best out of the evening:

- 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.

As this is still a relatively new format for our parents' evenings, please be patient if there are any technical glitches. We hope that this model will be something that we can move forward with on future Parents' Evenings until we are able to welcome parents into school again.

We hope you will be able to attend our Sixth Form Parents' Evening and we look forward to seeing you online.

Kind regards

Sandra Eaton

Office Manager



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