



VIRTUAL SIXTH FORM PARENTS' EVENING - APPOINTMENT REQUEST



DATE: Thursday 10<sup>th</sup> December 2020

TIME: 4.00/4.30pm – 7.30pm

Name of Student: ..... Tutor Group: .....

Please submit your appointment using the customised web link which has been sent to you via email. Alternatively, return this appointment request to your child's Form Tutor, or email the completed form to: seaton@thealegreen.w-berks.sch.uk

Reply slip must be received no later than 9am Wednesday 2<sup>nd</sup> December 2020
Any slips returned after this date may result in appointments not being made

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 able to attend for a limited time.

I would like to meet with the following teachers:

Table with 2 columns: Teacher Name, Subject. Multiple empty rows for input.

- I can attend any time between 4.00/4.30pm and 7.30pm
I would prefer my appointments from: (please specify)
I would prefer my appointments to finish by (please specify)

Signed: ..... Parent/Carer Date: .....

The appointments will be made and an appointment schedule will be emailed to you prior to the evening.

Tutor, please pass request slips to Sandra Eaton – (Office Manager) as soon as you receive them, so that appointments can be made. Thank you