



ST MARGARET WARD CATHOLIC ACADEMY



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Principal: Mr. D. McKenna B.Soc.Sc. MA. PGCE. NPQH.

03B/Y7SettlingInEvening/HMF/LB

YEAR 7 VIRTUAL SETTling IN AND MEET THE TUTOR EVENING THURSDAY 14th OCTOBER 2021

Dear Parent/Carer

You are warmly invited to attend the Year 7 'Virtual' Parents Evening on **Thursday 14th October between 4.00-7.00pm**. This is an important evening, allowing you the opportunity to meet your son/daughter's Fidei Tutor and to discuss how they have settled in to life at SMWCA.

As we are still concerned about infection rates of Covid, we will be using video calls for this Parents Evening.

The school already uses an online appointment system which allows you to choose your own times with the relevant tutor. You can access this on our website, in the 'Parents' section, 'Parents Evening Booking System'. You will then receive an email confirming your appointments and you will be able to use a smartphone, tablet, laptop/computer to conduct the appointments.

If you require any extra help please visit <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Appointments will be for 6 minutes and you can book your slot between 4.00-7.00pm and the booking window will be open from **8.30am Friday 8th October until 2.00pm Wednesday 13th October**. If you need to make any changes after this time please contact the school office via email at office@smwca.org.uk. Please be aware that the 6-minute meeting will pass quickly but we want to ensure each Fidei Tutor has the opportunity to see as many parents as possible.

The new video system automatically ends the appointment after the allocated 6 minutes. Times can be seen on your screen. If you have a concern that requires a longer conversation or if there are technical issues that mean you lose connection, we request that you contact the school at another time.

Miss Eardley, the Head of Year and myself are available if you would like to make an appointment to see us via the same appointment system or contact us later.

We look forward to 'seeing' you and remember you are not alone; we will work together and support you and your son/daughter as they navigate the transition from Primary to Secondary school.

Stay safe and well

Kindest regards

Mrs H Farrer

If you require this information in a different format, please contact the school.



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