



SIR THOMAS RICH'S SCHOOL

Oakleaze, Gloucester

Year 12 Parents' Consultation Evening

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Year 12 Parents' Consultation Evening

On **Thursday 26 November** we shall be holding the first of our two Year 12 Parents' Consultation Evenings. A second evening is planned to take place later in the academic year.

This will be a virtual Parents' Consultation Evening using the video meeting facility within Parent Evening Booking system. The booking of appointments operates in the same way as it would for a conventional evening. You may have used the online booking system for previous Parents' Consultation Evenings and to access the system, you will need to visit <https://strs.parentseveningsystem.co.uk/> or use the link from the *Parents* page of the School's website. I attach a full guide explaining how to make appointments using the system.

You will not be able to make any appointments for the Parents' Evening until the evening goes live at **7.30 pm on 18 November**. To log into the system you will only need your name and email address along with the name and date of birth of your son or daughter.

Appointments can be booked up until 25 November. When the evening goes live, you may find that some teachers have already booked an appointment with you on the system; if this is the case they will have done so in order to reserve a slot for pupils they may particularly wish to discuss - you are at liberty to change or cancel this appointment.

For the evening itself, you will need a device with a camera which is web enabled and an internet connection in order to participate. For instructions and requirements for joining video appointments, please see <https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

The evening runs from **5.00 pm** until **8.00 pm**. Each appointment is five or ten minutes in length and the system automatically limits appointments to the time slot allocated and does not allow the appointment to be extended; we therefore ask you to prioritise the issues you wish to discuss within this time limit.

It would be particularly useful for your son or daughter to attend the video appointments with you as they are clearly central to the discussions about their progress during Year 12 (uniform need not be worn).

Yours sincerely

David Dempsey

ASSISTANT HEADTEACHER

SIR THOMAS RICH'S

Oakleaze Gloucester GL2 0LF

01452 338400

info@strs.org.uk

www.strschool.co.uk

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