



## Key Stage 3 - Invitation Consultation Evening - Date Correction

Dear Parents

On **Tuesday 3 June**, we shall hold a Key Stage 3 - Invitation Consultation Evening. This consultation evening is in addition to our full Parents' Consultation Evening for each year group in Key Stage 3; appointments will be by invitation from teaching staff where teachers feel that a conversation would be useful to further improve progress in their subject.

### Appointments

As this event is by invitation, it is quite possible that many parents will receive no appointments, and this simply means that their son should continue to follow the usual guidance from their teachers and that progress is at least satisfactory.

Conversely, if your son does receive an appointment, this does not necessarily indicate a major issue in a subject, but it does mean that the teacher feels that a conversation would be useful in aiding their progress.

Please note that appointments will, in the first instance, be made with the parent indicated as "priority 1" (as recorded on our systems and viewable in Parent Gateway); they may invite other guests to join the call. This parent will receive an email notification of any appointments that have been made.

The evening will use the video meeting facility within the TES SchoolCloud Parent Evening service. 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 (the system can be quite particular, so please ensure that these are entered exactly as we hold them on our school records, e.g. in Parent Gateway).

### Requesting or Amending an Appointment

If you, as a parent, wish to speak with a subject teacher about a specific issue, you are welcome to email the teacher to request that they make an appointment for you, detailing the issue about which you wish to speak – please do not request this for a general update on progress. Similarly, you may contact the teacher if an appointment that has been arranged is particularly inconvenient. The best way to email the teacher is through the timetable function in Parent Gateway.

### Attending the Evening

For the evening itself, you will need a device with a camera that is web-enabled and an internet connection to participate. For instructions and requirements for joining video appointments, please see how to attend appointments over video call.

The evening runs from 5.00pm until 8.00pm. Each appointment is five minutes in length, and the system automatically limits appointments to the time slot allocated and does not allow the appointment to be extended; therefore, we ask you to prioritise the issues you wish to discuss within this time limit. You will receive a reminder email one hour before your first appointment containing a link to join the meetings.

It would be particularly useful for your son to attend the video appointments with you as they are central to the discussions about their progress.

Kind regards

Dave Dempsey

DEPUTY HEADTEACHER

# SIR THOMAS RICH'S

Oakleaze Gloucester GL2 0LF

01452 338400

[info@strs.org.uk](mailto:info@strs.org.uk)

[www.strschool.co.uk](http://www.strschool.co.uk)

This email was sent to [letters@strs.org.uk](mailto:letters@strs.org.uk), because you have signed up with STRS.

If you wish to unsubscribe, [click here](#).

This message may contain information and/or data that is confidential and legally privileged. It is intended solely for the addressee(s) only. If you are not the intended recipient you are notified that any use, publication, reproduction or dissemination is strictly prohibited and may violate certain laws.

If you are not the intended recipient, please contact the sender by return e-mail and destroy this and all copies of this message and/or data.

Sir Thomas Rich's School is a limited company registered in England with company number: 7331954

Registered Office: Sir Thomas Rich's School, Oakleaze, Longlevens, Gloucester, GL2 0LF