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**Headteacher:** Mr J Parr BA Hons

Monday, 27 September 2021

Dear Parent/Carer,

Year 7 Virtual Review Meeting with Tutors Thursday 7th October 15:20 – 17:00

We would like to invite you to 'attend' our Year 7 Virtual Review Meeting with Tutors. Given the reintroduction of some measures to restrict the spread of Covid-19 it is no longer possible to hold this event in school. However, we have an online video call system that we will use to allow you to meet your child's tutor and discuss how they have settled into life at Church Stretton School.

The online booking system gives you the opportunity to choose your appointment time and you will receive an email to confirm the time with a link to access the video appointment. This of course raises questions about how the system works and what device you need to access the appointments. There is a short video showing you how this process works and what device you need [here](#). There is also a written guide to making appointments at the end of this letter.

We hope you feel able to attend this event and meet your child's tutor virtually to discuss how your son/daughter has settled in to Church Stretton School. Appointments are 10 minutes long and end automatically after this time, so please do not be offended if your meeting ends abruptly. It is possible to use the appointment message section to ask teachers questions in advance to focus the meeting and ensure it is as productive as possible. It would also be beneficial if your son/daughter attended alongside you, so they are involved in the discussion.

Appointments can be made from Monday 27<sup>th</sup> September at 16:00 and will close on Monday 4<sup>th</sup> October at 16:00.

Please visit <https://churchstretton.parentseveningsystem.co.uk> to book your appointments.

Login with the following information:

Student's Preferred Name

Student's Surname

Date of Birth

We used the video call system during the last academic year with Parents/Carers, and it worked well for most, but as is ever the case with new technology it sometimes did not function as it should. We investigated the issue of meetings starting with a blank screen and failing to connect Teachers and Parents. School Cloud advised that if a meeting starts with a blank screen then both parties should refresh the web page, as this often allows the video meeting to start. Should your appointment 'fail' the tutor will contact you separately so do not worry. Please contact the school at the email address above if you miss your appointment for whatever reason and you have not heard from the tutor.

You will receive an email from School Cloud letting you know that the face-to-face Year 7 Review Meeting with Tutors has been cancelled. This will then allow you to book a virtual meeting instead when bookings open later today.

Yours sincerely,

Mr P Wright  
Head of Key Stage 3

**Executive Headteacher**  
Mrs Sarah Godden BA MEd  
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