

LAL/SAL

04 February 2021

Dear Parent / Carer

**Upcoming Parents Evenings
Online Appointment Booking**

I would like to invite you to attend our upcoming parents evenings which will cover all year groups. We have scheduled the evenings to allow for us to have as much information to deliver to you as possible whilst giving time for progress to still take place before the summer. Below confirms the times of the upcoming events and who you will have the opportunity to meet with.

Virtual Parents Evening - *Dates for your Diary*

Tuesdays - 3:30pm to 6:30pm

- ★ **Y7 & Y8** with your Child's Tutor
23rd February 2021
- ★ **Y9 & Y10** with Subject Teachers
9th March 2021
- ★ **Y11** with Subject Teachers
23rd March 2021

The academy previously introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with the tutor / teachers and you will receive an email confirming your appointment/s. The appointment/s this year will then be conducted virtually with the teacher via camera. We are confident this will be a good replacement to the face to face appointments we would normally run. There is also no need to download any apps as you can access all appointments through your web browser on a phone/iPad/laptop etc.

Appointment bookings will open on Wednesday 10th February and will close on the day of the event at 9am. Should you wish to make any changes after this time please contact reception.

Please visit <https://outwoodacademyfreeston.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter). To login to the system you need your child's name and date of birth.

If you do not have access to the internet or have any further issues please do not hesitate to contact us at enquiries@freeston.outwood.com or 01924 302560.

Yours faithfully

A handwritten signature in black ink, appearing to read 'L Allott', written on a light-colored rectangular background.

Mrs L Allott
Principal