



**HEADTEACHER:**

Ms K. Littledyke | BA (Hons), MA, NPQH

1 October 2019

Dear Parent/Carer

### **Year 7 Settling-In Parents' Evening**

Year 7 have been at Saltash Community School for four weeks now and are starting to settle in really well. As part of our ongoing transition process we are writing to inform you of a Parents' Evening on Thursday 17 October 2019, between 4.00 pm and 6.30 pm. The evening will offer you a chance to meet your child's tutor and to discuss how they are settling in. As you can imagine, this will be a very busy evening so appointments are restricted to five minutes.

Our aim is to make you aware of early positives or causes for concern and is also the chance to build on what students are doing well.

**Making appointments:** Go to <http://www.parents-booking.co.uk/saltash>

**You will need:** Your child's legal first name, legal surname and their date of birth

### **Troubleshooting tips – Please read before booking**

- Only parents/carers who we have recorded as having parental responsibility can gain access and it is essential that your name title is as we have recorded in the school's database. For most failed access, it is usually one of these two issues. Let us know if you have difficulties logging in and we can correct this for you.
- The email address you enter is only to get a confirmation of your appointment. If the system is saying it does not recognise you, it will not be the email address that is the problem as the system does not hold your email address; try the tips above.

The system is live from today, so you can making bookings now.

If you are unable to book, please email [parentsurgery@saltashcloud.net](mailto:parentsurgery@saltashcloud.net) or call the school and a member of staff will help you.

Yours faithfully



Mrs A Feldwick  
Head of Year 7

