



**HEADTEACHER:**

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

10<sup>th</sup> November 2020

Dear Parent/Carer

**Year 12 Parents' Surgeries - 16<sup>th</sup>/17<sup>th</sup> November and 2<sup>nd</sup>/3<sup>rd</sup> December - 4.00 pm to 6.30 pm**

You are warmly invited to join us to discuss your child's progress during our virtual Year 12 Parents' Surgeries on:

**Monday 16<sup>th</sup> November**

- Art
- Chemistry
- English Literature
- Health and Social Care
- Further Mathematics
- Physics
- Biology
- Computer Science
- Geography
- History
- Media Studies
- Ctec Sport
- Business Studies
- English Language
- German
- Mathematics
- Philosophy

**Tuesday 17<sup>th</sup> November**

- Ctec Sport

**Wednesday 2<sup>nd</sup> and  
Thursday 3<sup>rd</sup> December**

- Psychology
- Sociology

This is an important time in the academic life of your child and the evening provides the perfect opportunity for you to find out exactly what needs to be done as you and the school work together to enable your child to maximise their potential.

Due to Covid-19 restrictions, we are unable to hold meetings on site. Therefore, meetings will be virtual through an online platform called 'Parents Booking'.

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

**You will need:** Your child's first name, 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. In most cases of failed access, it is usually one of these two issues.



- The email address you enter is only to receive 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.

### **Logging in – on the day of your appointment**

- Please read the attached guidance of how you log in on the day to access your virtual meeting. Timings are precise and the system will show you how long you have left for the appointment, before automatically logging you out. This will ensure everyone gets the same amount of time and the tutor will stay on schedule. If you require more time, or you need to meet with the Head of Year, please get in contact with the school.

If you encounter a problem booking, please email [parentsurgery@saltash.net](mailto:parentsurgery@saltash.net) or call the school and a member of staff will help you.

Yours faithfully



Mr M Oakes  
Assistant Headteacher

[moakes@saltashcloud.net](mailto:moakes@saltashcloud.net)