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Richard Brand: Headteacher

8th November 2021

Dear Parent/Carer

Year 7 Parent Consultation Evening – Thursday 18th November 2021 - Online Appointment Booking

I would like to make you aware that you are now able to book appointments for our Parents Consultation Evening from 3.30 p.m. – 5.00 p.m. on Thursday 18th November 2021. The purpose of our Consultation Evenings is slightly different from a normal parents evening. Our consultation evening provides an opportunity for staff and parents the option to book an appointment to discuss any specific matters or particular issues

Staff will be available from 3.30 p.m. to 5.00 p.m. If you wish to book an appointment with a member of staff, please email theresa.whatley@thedeanacademy.org and she will book an appointment for you. Please include the name of the member of staff you wish to see, your child's name and tutor group and a brief reason for the appointment. Senior staff are also available for parents who wish to raise general issues. Requests for appointments must be emailed to Theresa Whatley by Wednesday 17th November at 9.00 a.m. This will enable us to arrange a schedule for the evening. Unfortunately, requests received after this time will have to be held over until the next Parents' Consultation Evening. Staff may also request an appointment with you.

In order to remain COVID-safe, we will be using School Cloud which will allow you to speak to teachers from home or work. You will receive an email confirming your appointment/s and this will be followed up with a confirmation letter. You will then need to log in at the specific times that have been booked, and your child's teacher will be on the other end.

Please visit <https://thedeanacademy.schoolcloud.co.uk> on the evening of 18th November 2021 to speak to your child's teachers.

If you do not have access to the internet, please contact Theresa Whatley who will be happy to organise for staff to telephone you instead.

Yours sincerely

Richard Brand

Headteacher

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