

Hackney New School
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Headteacher: Charlotte Whelan

Wednesday 29th April 2021

Dear Parent/Carer

Re: Year 7 Virtual Parents' Evening - Wednesday 5th May 2021

I am pleased to inform you there will be a Year 7 Virtual Parents' Evening on Wednesday 5th May 2021. The evening starts at 4.30pm and finishes promptly at 7.00pm. The evening will be held remotely by all teachers according to the online booking system we have set up. It is important to attend because you will have the opportunity to meet with each of your child's teachers online for 5 minutes.

Here is a short outline of how you can book your sessions, further details are attached:

- The school will send an invitation for you to book your parents' evening sessions. This will be via email and text message
- Click the **Book Now** button. You will be asked to enter your child's first name, then choose which sessions you'd like to book
- Remember that you are booking sessions for a video call on your device rather than a face-to-face meeting

Before the Parents' Evening begins, you will receive a link to the video call either via email or text message. When you click on the link provided, a window will open in your web browser. This is where the video calls will take place. Please use a computer if possible in case technology issues arise on a mobile phone. Please encourage your child to attend with you and make notes during the session.

What to expect during the conversations:

- Please ensure you are logged on on time. Sessions last only 5 minutes and will not be able to be extended, as the teacher will automatically be transferred to the next call after 5 minutes
- The teachers will start by presenting your child's academic progress using the DPR, which they will share on the screen, and tell you what your child needs to do to improve their grades
- Finally, the teachers will welcome any question you have regarding the support you might need to ensure your child improves to the best of their ability
- Please note the system does not work well on a phone. Please use a computer or device, please contact us if you or your child does not have access

I will be available to talk to you about any issues you would like to discuss, such as behaviour, attendance

and punctuality. Please do not hesitate to contact me with questions or difficulties on the evening by email at ashtongreen@hackneynewschoolcst.org

Yours sincerely

Ashton Green
Head of Year 7