



## CARLETON HIGH SCHOOL

**Carleton High School**

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07 January 2022

Dear Parent/Carer

### **Year 11 Virtual Parents'/Carers' Evening – Thursday 20 January 2022**

I would like to invite you to attend our Online Virtual Parents' and Carers' Evening on Thursday 20 January 2022, from 4.00pm to 7.00pm. Due to the current pandemic you will understand that we are unable to facilitate face to face meetings in person, in school. Many of you will have used the online parents/carers evening booking systems previously, thankfully this same platform enables parents/carers evenings to run via video links using a smart phone, laptop or PC.

The system allows you to choose your 5 minute appointment with your child's teachers in the same way although this time your appointments are time limited by the system and will automatically finish one appointment and move you onto the next.

If you do not have access to the internet, please contact the school office who will be happy to make the appointment on your behalf; you will instead receive a phone call appointment at your allocated time. If you do not have access to a device with a camera, the appointment should be made as above or online if you can access the internet; you too will receive a phone call appointment at your allocated time.

Appointments can be made from Friday 7 January from 1.00pm and will close at 10.00am on Tuesday 18 January 2022. We would appreciate limited changes after this time, however should you wish to make any changes for unavoidable reasons please contact the school office on **01977 781555**.

Please visit <https://carletonhigh.parenteveningsystem.co.uk/> to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with the following information:

- Parent / Carer Name
- Email address
- Student's details

Yours sincerely

**Mrs S Shariff**  
**Deputy Headteacher**