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Headteacher:
Miss K Morris



Biddick
Academy

24th September 2020

Dear Parent/Carer,

Virtual Year 7 'Settling In' Evening - Monday 28th September between 3.15pm and 5.15pm

I am delighted with the way our Year 7 students have settled into life at Biddick Academy. As you will be aware, transition into life at Secondary School has looked very different this year but students have approached it in a mature and sensible manner.

I would like to invite you to the **Year 7 'Settling In' Evening** which will take place **virtually** on **Monday 28th September between 3.15pm and 5.15pm**. The evening is an opportunity for you to discuss how your child has settled into life at Biddick Academy and to discuss any concerns or worries that you may have.

In order to comply with the current Government guidelines and to ensure the safety of both parents and staff, this event will take place online. Appointment slots will be limited to 5 minutes to allow all parents to speak with their child's form tutor.

The school operates an easy to use online appointment booking system which allows you to select a suitable appointment time with your child's Form Tutor. Once you book your appointment you will receive a link to access your virtual parents' evening via email. Appointments are available to book now and will close at midday on Monday 28th September 2020

Key information:

1. Appointments are limited to 5 minutes. Once the 5 minutes is over, your appointment will automatically end and time out.
2. You can only join your meeting when it is your allotted time.
3. Meetings can be accessed via any device with a camera and speaker – phone, laptop, tablet, desktop PC. There is no need to download any software or an app etc. But we do recommend you use a smartphone if possible.
4. For confidentiality and safeguarding reasons, meetings must not be recorded.

A guide on how to make an appointment and how to join your appointment by video is enclosed with this letter.

Please note that this evening is where you will have the opportunity to discuss any issues with your child's Form Tutor. A full Parents' Evening with subject teachers will take place on Wednesday 12th May 2021.

If you require any further clarification about the Year 7 'Settling In' Evening, or you are unable to access a device which will enable you to have an online appointment, please do not hesitate to contact me on moore.g@biddickacademy.com.

Yours faithfully,

Miss G Moore
Assistant Headteacher
Achievement and Curriculum