

Dear Parent/Carer

Re: Year 13 Parental Consultation Evening

I would like to invite you to attend our virtual Year 13 Parental Consultation Evening (PCE) on Thursday 11 February 2021 4pm – 7pm

As I am sure you will appreciate, attending these important consultation evenings is essential so that you can obtain a full appreciation of your child's progress and engagement with home learning, through individual consultations with their subject teachers. Our academy staff will also use these meetings as an opportunity to discuss any effective strategies that may be implemented to help improve their attainment, particularly whilst they are completing home learning.

All appointments will take place via phone call. Each appointment will last for five minutes; therefore, it is important that you are on time for your appointment and are available to pick up your phone. Due to the large number of appointments, should you miss your allocated slot, we will be unable to offer an alternative time on that evening. If you are unavailable that evening and would like a different time / date then please do contact the academy and we will do our best to accommodate. Please note, at present, we are unable to provide advice on any external examinations/assessments your child is due to complete at the end of Year 13 until government guidance is issued and our teaching staff will be unable to discuss predicted grades with you.

The academy has an easy to use online system which will enable you to book appointments and carry out phone calls with subject teachers. The system allows you to choose your own appointment time with your child's teachers, but please be aware the system works on a first come first served basis, so the sooner you access the system the better chance you will have of booking the time you prefer. If you experience any problems logging onto the system or need us to book on your behalf, please contact the academy.

You are able to make appointments via My Child at School App from today and we will close the system on Tuesday 9 February.

Please download the My Child at School App, if you have not already done so, to book your appointments. It is an extremely user-friendly system but a short guide on how to do this is attached. Once you have logged into the App, simply click on the Parents Evening section and your child's subjects will appear so you can book the individual appointments. If you have any difficulties please call us on: 01422 240033 or email us on contactus@sixth.trinitymat.org.

Yours sincerely

M. Saville

Ms M Saville
Assistant Principal

Northgate House, Halifax, HX1 1UN
tel: 01422 240033 email: contactus@sixth.trinitymat.org web: sixth.trinitymat.org