

9<sup>th</sup> November 2020

Dear Parent/Carer,

**Year 10 Virtual Parents Evening – Thursday 19<sup>th</sup> November 4.30pm – 7.00pm**

Due to Covid19 and the current restrictions in place, we are unable to run Parents' Evenings on site at TLA. Therefore, on Thursday 19<sup>th</sup> November we will be hosting a virtual Year 10 parents' evening. Appointments will be booked online, and then held by video meeting rather than in-person at the school.

We encourage you to book promptly so as to select a time most convenient to you. Your appointment length with each teacher will be a maximum of 5 minutes.

**Booking Appointments:**

To make your appointments please login at: <https://parents-booking.co.uk/langleyacademy>

To login you will need to enter:

- Your first name and surname
- Your child's first name, surname and date of birth

The login details you enter must match those we have on record for you.

Appointments will be available to book from 6pm on Tuesday 10<sup>th</sup> November until midday (12pm) on Wednesday 18<sup>th</sup> November.

After you have made your appointments you can choose to print or e-mail a confirmation.

If you encounter any problems in making appointments or would like further guidance, please contact [andrea.bown@langleyacademy.org](mailto:andrea.bown@langleyacademy.org)

**Attending your appointments on Parents' Evening:**

On the day of your appointments, you need to re-login at the website address above. 10mins before your appointments are due to begin you will be able to join the video meeting room, where you can wait for your appointment(s) to begin. A detailed set up guide attached to this email.

Internet Browser Compatibility:

You must use one of the below device and internet browser combinations for the video meeting technology to work:

- Apple iPhone/iPad (iOS 11+): Safari
- Android phone/tablet: Chrome or Firefox
- Linux computer: Chrome or Firefox
- Microsoft Surface: Chrome or Firefox
- Mac computer: Safari, Chrome or Firefox
- Windows computer: Chrome, Firefox or Edge (Chromium)

If you do not have access to a suitable device to join the virtual Parents' Evening, please contact Ms Winch on [amelia.winch@langleyacademy.org](mailto:amelia.winch@langleyacademy.org)

Parents' Evenings play a crucial role in supporting your child to make their expected progress. Thank you in advance for joining us remotely to do this.

Yours faithfully,



Mrs N Hegarty  
Assistant Headteacher