

Principal: Lesley Welsh



14 June 2021

Dear Parent/Carer

YEAR 8 VIRTUAL PARENTS' EVENING – TUESDAY 22 JUNE 2021 – 3.10-5.10PM

I am writing to invite you to our virtual Year 8 Parents' Evening on Tuesday 22 June 2021. The purpose of the evening is for you to meet your child's individual subject teachers, discuss progress and share with us any concerns that you may have. We believe it is important that you meet subject teachers in Year 8 so that any issues can be dealt with and so that teachers can pass to you information that you can share with your child, particularly anything of a positive nature and targets to work towards.

By meeting together in this way we will be emphasising that the best chance your child has of achieving his/her potential is by all of us working together. This will become increasingly important over the coming months when we will be working extremely hard to ensure that your child has the best possible chance of success as he/she moves into Year 9.

In line with many other schools and due to restrictions imposed by Coronavirus, for the foreseeable future, all Parents' Evenings will be delivered virtually using the Google Meet platform. Your child will be given an appointment card to book individual 5-minute appointments with their subject teachers. For the Year 8 Parents' Evening, you are advised to book meetings with your child's core subject teachers (English, Maths and Science) then talk to teachers for subjects which link to those subjects your child has selected for options. Additionally, if you would like to make an appointment to speak to the Head of Year or SENDCo, you can do this by emailing them in advance (Head of Year – n.thompson@gps.hlt.academy, SENDCo – a.tunnard@gps.hlt.academy) and asking them to schedule an appointment for you.

The instructions attached explain how the parents' evening will run. If you do not have a suitable device at home, please email news@gps.hlt.academy as we have a number of devices which can be loaned to families to help with the parents' evening but also to help your child complete homework and revision using SAM Learning and Google Classroom.

Yours sincerely

Lesley Welsh
Principal

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Hope Learning Trust York

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VIRTUAL PARENTS' EVENING

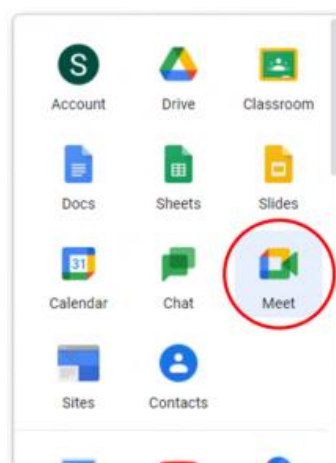
For the foreseeable future, all parents' evenings will be delivered virtually using the Google Meet platform. Prior to each parents' evening, students will be given an appointment sheet to book appointments with each of their teachers.

On the evening you will need to log into your child's school google account by going to www.google.co.uk and pressing the sign in button in the top right hand corner:

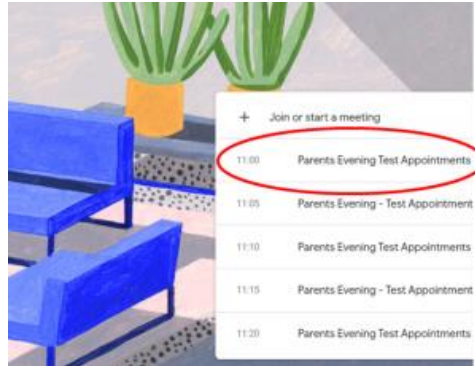


There are two ways to access the meetings from your child's account

1. **Google Meet** - Click on the 9 dots and select the google meet option

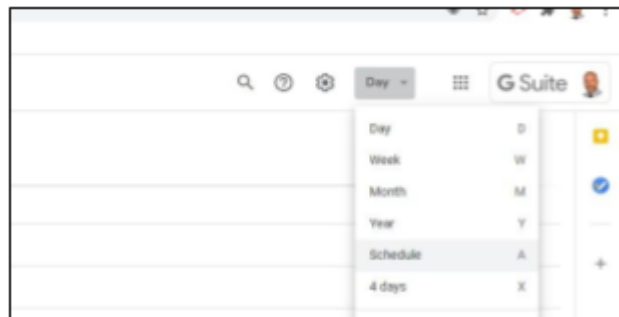


With Google Meet open you will see all of your child's booked appointments listed. You will need to start each appointment individually by clicking on the slot at the correct time.

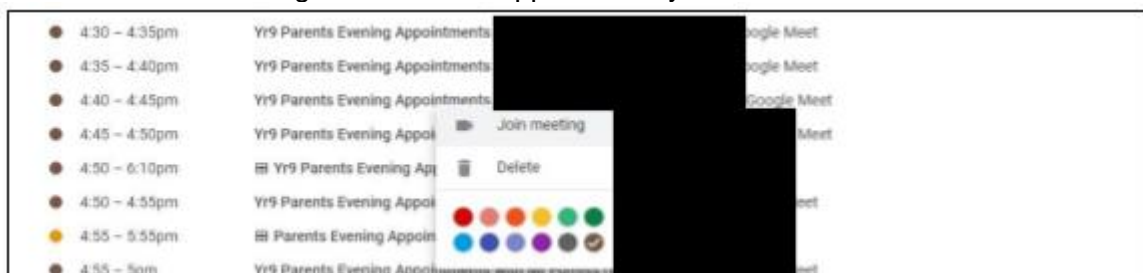


OR 2. Google Calendar – Click on the 9 dots and select the Google Calendar icon

- a. Your child's calendar should be on the day of the parents evening (if not then move to the date of the parents evening).
- b. Make sure that your calendar is in **Schedule View**

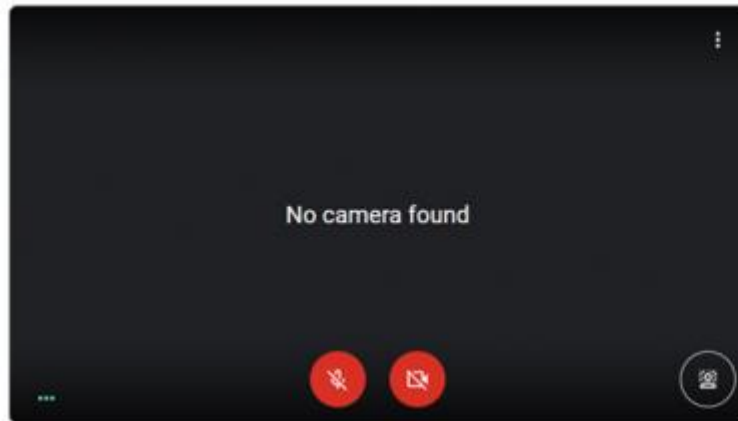


- c. Right click on the appointment you want to start

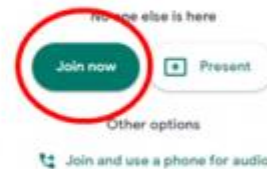


- d. Click Join Meeting
- e. You should be taken to the video window

When the appointment has been opened you then need to press the join now button:



Parents Evening Test Appoint...



You can access Google Meet using any device that has a camera – this could be a mobile phone, tablet or laptop. Whichever device you use, please ensure you have logged into your child's Google account and not a personal account.

Your appointment slots are 5 minutes long. Each teacher has many other appointments and so for this reason we cannot extend appointment times. If an additional appointment is needed the teacher will contact you by phone at a later date.