



FM/DE

21 September 2020

Headteacher: **Stephen Brady** BSc(Hons)

Dear Parent/Carer

Re: Year 7 Tutor Evening

Year 7 have had a fantastic start to the year and are settling in really well. Therefore it is with pleasure that we would like to invite you to our virtual Year 7 Tutor Evening which will be held on **Thursday 1 October** from 4.00pm to 6.30pm. This will be an opportunity for you to meet with your child's tutor and share how well your daughter/son has settled in to life at Dene Magna, as well as raise any concerns you may have.

We are, for the first time, trialling an on-line Year 7 evening through our parent's evening system. To access this you will need a digital device and an internet connection. Appointments are limited to 5 minutes; the system will automatically time you out at the end of the 5 minutes (sorry about this). If there is an issue you wish to discuss which would take longer than this, please let your child's tutor know and we will make a separate appointment. Should you not have a digital device or internet access please let us know and we will arrange for the tutor to ring you at a convenient time.

Appointments can be made on-line using the Parents' Evening System; a guidance sheet is attached with this letter. Should you have any problem, please contact reception who will be happy to make your appointment on the system for you.

Yours sincerely

Mr F Mitchell
Deputy Headteacher

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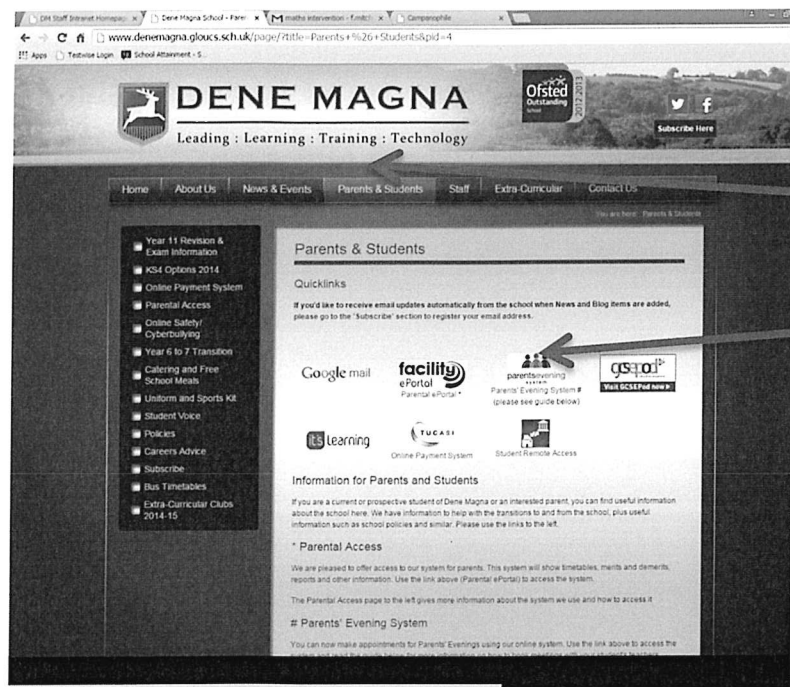
Deputy Headteacher: Fred Mitchell

Company registered in England at Abenhall Road, Mitcheldean, Glos. GL17 0DU. Company number 7695544

Year 7 Parents'/Carers' Evening

Thursday 1 October from 4.00pm – 6.30pm

On-Line Appointment System Now Open



Appointments are made on line.
There is a link to the system
from the school website.

Click on the Parents/Students
tab

Then the 'Parents Evening
System' link

A screenshot of the 'Dene Magna Parents' Evening System' registration form. The form is titled 'Dene Magna Parents' Evening System' and includes a welcome message. It has two main sections: 'Your Details' and 'Child's Details'. The 'Your Details' section has fields for 'Title', 'First Name', 'Surname', 'Email Address', and 'Confirm Email Address'. The 'Child's Details' section has fields for 'First Name', 'Surname', and 'DoB (dd/mm/yyyy)'. At the bottom, there are links for 'Login & Continue', 'Administrator Login', and 'Teacher Login'. The footer mentions 'Powered by parenteveningsystem Copyright © School Cloud Systems 2015'.

Complete the details on the screen and
this will take you through to the
appointments screen.

NB: Please register on the system
ASAP, this will allow you to receive
emails when teachers make
appointments with you

If you have any issues or unable to get on line then
please contact reception and we will be happy to
book your appointment for you.

