

29th November 2021
(LL/SS)



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Headteacher

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Dear Parent/Carer

S4-6 Parents Evenings

We are pleased to inform you that the S4-6 Parents Evenings will take place on Thursday 9th December and Tuesday 14th December 2021. Due to current guidelines and restrictions, we are unable to hold face to face contact evenings and will instead conduct **appointments via phone calls**. On both evenings appointments will commence at 4:30pm and will finish at 7:00pm lasting 5 minutes with each teacher.

In the attached document you will find the login details required to book your child's appointments, a link to the School Cloud and the evening your child has been allocated. Due to the appointment system being used, we cannot offer alternative dates to the date you have been allocated.

Please note that you must select the **manual** option when booking each appointment. To do this, select the time slot you wish, and in the pop-up **Add Message for Teacher** enter your preferred contact number for **each** appointment. If you select the automatic option, you will be unable to enter an alternative contact number, which will result with the teacher contacting you via the home landline number on your child school records.

If you are unable to make appointments on your allocated evening but have an urgent concern, please let us know by emailing breadalbane@pkc.gov.uk.

We would appreciate your support in following instructions provided. We would also ask in advance for your patience in the event of any technical glitches and should, for any reason, staff be unable to call at the allocated time, a further contact will be attempted within one week of the original appointment date.

Yours faithfully

Mrs Lorna Libreri
DHT School Improvement

