

Tuesday 13th September 2022

Dear parents and guardians of Year 7 students,

'Meet your Tutor Evening' - Tuesday 20th September – 5.00pm – 7.00pm

I would like to invite you to make an appointment for our virtual 'Meet your Tutor Evening' on Tuesday 20th September. This video call will provide you with an opportunity to speak to your child's tutor and discuss how they have settled into Year 7 at Kirk Hallam Community Academy.

We use an online appointment booking system allowing you to choose your own appointment time with the teacher and you will receive an email confirming this. A detailed guide for parents can be accessed here:

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Appointments can be made from today and will close on Monday 19th September at 5pm. Each appointment will be three minutes long to enable all tutors to meet with every student throughout the session. Tutors are on a tight time scale so, if they do need to wrap up your call, please be understanding and contact them to book a follow-up another time.

Please visit <https://KHCA.schoolcloud.co.uk> to book your appointments and to join your appointment call.

Login with the following information:

- Student's First Name:
- Student's Surname:
- Date of Birth

As always, if you have any further queries, please do not hesitate to contact us at the academy.

Yours sincerely,



Miss M Cassidy
Assistant Headteacher – SLT link for Year 7