

28 January 2021

Dear Parent/Carer

Sixth Form Subject Evening – Tuesday 2 February- Online Appointment Booking

I am pleased to invite you to the Sixth Form Subject Evening on Tuesday 2 February between 3.30 pm and 6.30 pm. The purpose of the evening is for you to discuss the progress your child has made with his/her subject teachers. We would encourage you to attend this event despite the recent announcement that examinations will not take place this summer. Students will still be required to produce evidence of their knowledge and understanding in all subjects so the evening will allow teachers to share areas of strength and areas that require more work. It will also be a good opportunity for you to share any concerns around the online learning since the start of January. It is preferable that your child is present with you at the appointment.

Due to Covid -19 restrictions the evening will be held virtually using a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. We welcome any feedback you have of the system after the event.

Appointments can be made from now and will close at 1500 on Tuesday 2 February. Should you wish to make any changes after this date please contact data@qka.education.

Please visit <https://queenkatharine.schoolcloud.co.uk/> to book your appointments. (A short guide on how to add appointments is included with this letter). Complete the log in page with the required information and this will take you to the page on which you can select the Parent's evening date and proceed to make your appointments. These can be made manually or you can give permission for the system to make all your appointments on your behalf.

If you do not have access to the internet or have any problems making appointments, please contact data@qka.education who will be happy to add appointments on your behalf.

Yours sincerely

Mr Damon Lewis
Director of Sixth Form

Mrs Kirsty Cleworth
Assistant Principal – Raising Standards

