

BEAMINSTER SCHOOL

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February 2023

Dear Year 10 Parents and Carers

Year 10 Parent Consultation Evening with Subject Staff via Video Call

The Year 10 Parent Consultation Evening with **subject staff** will take place on **Wednesday 22nd February 2023**. All appointments will be held **online via video call only**.

No special equipment is required, there is nothing to download or install, you simply login to the system prior to the start of your first booked appointment using a smartphone or computer with microphone and speaker. It is recommended that any Apple devices are running the latest release.

Selecting the "Manual" booking option allows you to select only the staff you wish to see and at the times that are most convenient for you.

The booking system will be open from **6pm on Friday 10th February** up until **1pm on Wednesday 22nd February**.

Appointments are available from **4.45-7.15pm** with a short break for all around **6pm**.

All appointments are 5 minutes long with a 1 minute gap. Appointments have fixed start and end times so cannot overrun and will cut off at the end of the appointment slot (a countdown timer will be displayed).

To book your appointments please go to: <https://beaminsterschool.parentseveningsystem.co.uk/>

and follow the simple online instructions to log in. You can also confirm if you will definitely not be participating.

Help and information, including some short videos about video call appointments, can be found on the link below:

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

You are most welcome to contact all your child's subject teachers if you wish, but **please only make 1 appointment per subject**. Online bookings can also be made with our **SENCo, Mrs Dinsmore**.

It is very helpful to leave a short note on the system when booking appointments if there is something specific you would like to discuss with staff so that meetings can be as focused and productive as possible.

Once booked, a list of your appointments is automatically emailed to you. You can log back in to the system again at any time prior to the closing date to add, remove or make any changes to your appointments should you need to.

Please note that this evening is for **subject staff** only.

Do remember that should you be unable to speak to a particular member of staff, or wish to speak with anyone further, you can always arrange an appointment at another time, including with your child's **Tutor or Head of Year**.

As always, we are keen to hear your views so please do leave us some feedback about how you found this event.

Yours Sincerely

Mr K Hales
Headteacher