

4th April 2022

Dear Parents/Carers

Year 8 Parents' Evening

I write to invite you to the Year 8 Parents' evening which will be split into two evenings:

- The first evening will be held on Thursday 28th April 2022 for tutor groups 8T, 8R, 8I and 8U between 3.30pm and 6.30pm.
- The second evening will be held on Wednesday 4th May 2022 for tutor groups 8M, 8P and 8H between 3.30pm and 6.30pm.

We have decided to run the parents' evening over 2 evenings so there is more availability for you to book appointments please select the correct evening when booking, if you are unable to attend the correct evening you are able to book the alternative evening but please do so only if absolutely necessary.

We will run the evening using online Video Call software. To be able to make the evening successful, below is the guidance and information required for conducting a video call, booking an appointment and the needs we have as a school to run a smooth parents' evening.

Requirements for Online Parents Evening:

- To be able to have a video call, you will need to have the minimum of internet access and a microphone. (please see attached guide for further details)

Arranging an Appointment:

You can arrange the appointments with your son/daughter's teacher online via the parents' tab on the school website or alternatively at the following web address

<https://parents-booking.co.uk/FarehamAcademySchool>

You will need:

- Priority 1 Contacts title
- Priority 1 Contacts surname
- Your child's name
- Your child's surname
- Your child's date of birth

www.fareham-academy.co.uk

St Anne's Grove, Fareham, Hampshire, PO14 1JJ
01329 318003 • enquiries@fareham-academy.co.uk • [@farehamacademy](https://www.instagram.com/farehamacademy)
Headteacher: Mr C Pranker, BSc (Hons), NPQH

The system is live from today and will be open to take your bookings until the evening before until 10pm. You can book for Parents' Evenings as soon as you receive this letter.

Troubleshooting Tips - Please read before booking!

- To login you need to enter the details we have on record for you and your child. If you have recently changed your title or surname and not informed us, we will be expecting you to login with the details we have on record
- The email address you enter is only used to receive the confirmation of appointments. If the system gives you an error when you login, it will not be the email address that is the problem

If you are unable to book at home, please call in on the above number between 8.30 am. - 4pm and a member of staff will help you.

Please read the attached Parent guide to Video Calling prior to the evening to ensure a smooth Tutor evening for all.

Best wishes



Mrs N Knight
Head of year 8

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