

Dear Parent/Carer

Year 7 Tutor Evening – Online Appointment Booking

The Year 7 form tutor evening will be held on Tuesday 8th December from 3.30pm until 6.30pm. Considering the current climate, the event will take place on-line, however this evening remains an invaluable opportunity for you to virtually meet your child's form tutor now that your child has had some time to settle in.

The school has introduced 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. Appointments can be made from 9.00am on Monday 30th November and will close at 3.00pm on Monday 7th December. Should you wish to make any changes after this date please contact our main reception on 01536 418844.

Please visit <https://montsaye.schoolcloud.co.uk/> to book your appointments. A short guide on how to add appointments is included with this letter, alternatively you can watch the following video: <https://support.parenteveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>.

To login, you will need the details to match with the information which we hold on our school records such as your full name, email address, your child's full name and date of birth. If your login fails, please email the data team to ensure that we hold the correct details: data@montsaye.northants.sch.uk.

Appointments are limited to 6 minutes each to allow for all parents to have the opportunity to speak to a tutor. You must attend your appointment slot at the allocated time and please be aware that the system will automatically close after 6 minutes.

Mrs Gatis, our SENCO, will also be available should you wish to book an individual appointment with her (please note that she is only available from 3.30 to 4.30pm). I will also be available for appointments (4.00pm-6.00pm) should you wish to discuss anything further regarding your child.

There will be a parents' evening later in the year with all of your child's subject teachers on Thursday 22nd April 2021, where you will be able to discuss their progress in year 7.

Yours faithfully



Mrs C Petchey
Year 7 Progress Leader