

7th October 2022

Dear Parent/Carer

Years 8-11 Virtual Tutor Evening Wednesday 12th October – Online Appointment Booking

Montsaye Virtual Form Tutor evening for Years 8 - 11 will be held on Wednesday 12th October from 4.00pm until 7.00pm. The event will take place on-line, however this evening remains an invaluable opportunity for you to meet your child's form tutor virtually now that your child has had some time to settle in to the year.

The school has an 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.

Appointment bookings can be made from 9.00am on Wednesday 5th October and will close at 12.00pm on Tuesday 11th October. 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.parentseveningsystem.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 will need to attend your appointment slot at the allocated time and please be aware that the system will automatically close after 6 minutes.

There will be a parents' evening later in the year with all of your child's subject teachers where you will be able to discuss their progress this academic year in more detail. Please see the school calendar for dates.

Yours faithfully,

Mrs J Cooper

Year 8 Progress Leader

Mrs C Petchey

Year 9 Progress Leader

Mr J Roberts

Year 10 Progress Leader

Miss H Pickering

Year 11 Progress Leader