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Dear Parent/Guardian,

**Re: Parents’ Evening November 2020**

We are writing to let you know that the first Parents’ Evening of the year at Shooters Hill Sixth Form College will take place on Thursday 19th November between 16.00 and 20.00

Due to Covid-19, this event will take place via telephone. Your son/daughter’s Course Tutor will attempt to contact you by phone during these times to discuss your son/daughter’s progress. In some cases where applicable you may also receive a telephone call from your son/daughters’ English and Maths teachers, allocated Learning Support Assistant and/or Additional Learning Support Teacher.

This is your opportunity to speak directly to those teachers and support staff who are directly involved in your son/daughter’s education. If you have any specific questions or concerns about your son/daughter’s progress, this is a good time to raise them. Each telephone call should last approximately 5 minutes. If teachers cannot get hold of you initially, they will continue trying to call you throughout the evening up until 8.00 p.m. as we feel it is important that we speak with every parent if at all possible.

Whilst we recognise that a telephone conversation is not as good as meeting face to face, we hope that you will agree that during the current Covid-19 pandemic this is the safest solution for all involved.

Kind regards

Alex Rolfe

Assistant Principal, Shooters Hill Sixth Form College