

23 June 2022

Dear Parent/Carer

**Year 7 Virtual Progress Evening**  
**Thursday 30 June 2022: 3.30pm – 6.00pm**

Year 7 Virtual Progress Evening will take place on **Thursday 30 June, 3.30 – 6.00pm**. The Booking System will open at **7.00am** on **Monday 27 June**.

To book appointments, please follow the instructions on the attached sheet and use our online booking system. If you have any problems using the system, please contact our IT team: [ictsupport@penrice.org.uk](mailto:ictsupport@penrice.org.uk)

If you do not have online access, you can book your appointments by telephoning Reception on 01726 72163.

An email will be sent to you with a link, to enable you to join the appointment at the correct time. On the day, you just need to click this link a few minutes before your appointment is due to start to login. To access this, you will need an internet-enabled device (computer/tablet/smart phone) with a camera and microphone. If you do not have such a device please get in touch and we can arrange a phone call instead. We recommend that your child is present for the appointment wherever possible.

The Progress Evening is your opportunity to meet with the teachers of your child.

Appointments are 5 minutes per teacher. Should you require a follow up from any appointment please don't hesitate to get in touch.

If you need to discuss anything with the Head of Year, Mrs Taylor, please contact her on [ktaylor@penrice.org.uk](mailto:ktaylor@penrice.org.uk).

We look forward to meeting virtually with you on the evening.

Yours faithfully



**Lucy Gambier**  
**Headteacher**



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Pride

Respect

Success

**Headteacher:**

**Lucy Gambier**

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