



January 2021

Dear Parent/Carer

SIXTH FORM ONLINE PARENT – TEACHER CONSULTATION EVENING
Wednesday 27th January - 4pm – 8pm

On Wednesday 27th January, your child's teachers will look forward to speaking with you about your child's academic progress and the next steps to be taken to ensure continued success.

Due to the current situation, appointments will be conducted via video. The school is now using 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.

Students should attend appointments with parents/carers as this provides the opportunity to become further involved in the process of self-evaluation and review. It enables staff to highlight student achievement as well as any areas of concern, which may need addressing. Please note that teachers will not meet with any students without a parent or carer present.

Appointments can be made from **6pm on Friday 15th and close at 10pm on 26th January.** Appointments are limited to 6 minutes in length. If you have a need to discuss something beyond the 6 minutes you will need to make a telephone appointment with the teacher at another time.

Some teachers teach a lot of sixth form students and so will be particularly busy and may become fully booked. If you have been unable to make an appointment with a teacher, or encounter any difficulties with booking appointments, please email Mrs Shephard at KShephard@rooksheath.harrow.sch.uk

Please visit <https://rooksheath.schoolcloud.co.uk> to book your appointments. Login with the following information:

- Student's First Name (preferred forename):
- Student's Surname:
- Date of Birth:

A short guide on how to add appointments can be found by [clicking here](#). Further guidance about video appointments will be sent separately next week.



Please try your best to attend the online consultation evening; the ongoing communication between school and home is an important part of ensuring your child's future success. In light of recent developments, we are even more keen to work with you, for the best interest of your child, at this crucial juncture of their education.

We look forward to meeting you then and thank you for your continued support.

Yours sincerely,

Mr A Wright
Assistant Head Teacher
Head of Sixth Form