St. Katherine's School

Amplify Education

10 November 2026

Dear Parents/Carers

7P Virtual Meet the Tutor Evening
Wednesday 18 November – 4.15pm – 7.00pm

As you are aware, Mrs Brooke was unable to attend last week's Meet the Tutor event. She has therefore organised an alternative evening for you to meet with her. This will be an opportunity to discuss your child's work, how they have settled in at St Katherine's, and their general progress.

We ask you to make appointments using our online Parents' Evening booking system and attach a guidance sheet for booking appointments through the system.

Mrs Brooke will be available for consultation from 4.15pm to 7.00pm by appointment. The system opens for booking at 4:00pm on Tuesday 10 November and closes at 12:00pm on Wednesday 18 November. Each consultation will last approximately five minutes and provide an opportunity to talk about:

- How your child has settled into the tutor group
- Positive behaviour and contribution to the school and year group
- Any concerns or queries

It is important to inform you that this is not an evening to discuss your child's performance in particular subjects. There will be a subject evening on Wednesday 14 April 2027 where you will have an opportunity to speak to Year 7 subject teachers. If you have a concern with a specific subject in the meantime, do not hesitate to ring and make an appointment with the subject teacher concerned.

Our online booking system, in addition to being the means by which appointments are made, has a video call feature which we will use for the meetings with teachers. In order to attend the Virtual Progress Evening you will need to have as a minimum:

- A device with a microphone and speaker
- A compatible web browser:
    - iPhone/iPad - Safari
    - Android - Chrome or Firefox
    - Windows - Chrome, Firefox or Microsoft Edge
    - Mac - Safari, Chrome or Firefox
    - Linux - Chrome or Firefox
- It is advised that you test each of the components ahead of the meetings

Full details on how to attend your appointments, including a helpful video, can be found here. One thing to be aware of is that it is **essential to be on time** for all appointments. Each appointment will start at the booked time with a countdown clock at the top of the screen and if you are late or leave and rejoin the call, it does not reset the timer. The appointment will automatically end at the scheduled time and teachers do not have the ability to override the timer.

Mrs Brooke looks forward to seeing you on Wednesday 18 November.

Yours sincerely

Justin Humphreys
Headteacher

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