

Our Ref: CS/Yr12&13 Parents Evening

Date: 15th March 2024

Dear Parent/Carer of XXXXX

Dame Elizabeth Cadbury Year 12 & 13 Virtual Parents Evening



**Dame Elizabeth
Cadbury School**

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I would like to invite you to the Year 12 & 13 parental event of this academic year which will be held on **Thursday 11th April** from **5:00pm-7:00pm**. This will be an outstanding opportunity to review your child's progress, as well as discussing career aspirations and post 18 pathways with subject specialists and the Head of Sixth Form. Mr Scarth, will also be delivering a careers support session for parents and carers from 4:30 – 5:00pm. If you wish to attend this, please complete this MS forms link by following the link or QR code below/. A Microsoft Teams link for joining will be sent to the email address you provide <https://forms.office.com/e/uPfq4Qd83a>

This event will be held **virtually** and will be conducted via video appointments. In preparation for this, you will be required to log in to our virtual site and book appointments with subject teachers before the event. The bookings system is now open will operate on a **first come, first served basis**:

Booking System Opens: 15th March 2024 at 4pm

Booking System Closes: 11th April 2024 at 4pm

How do I book?

Please find a step-by-step guide on how to book appointments on the following pages.

To book appointments you require a **unique login code: XXXXX**

I look forward to a successful evening and do hope you are able join us. If you do not wish to attend the virtual parents evening or have any questions regarding this then please email: enquiry@decschool.co.uk

Yours sincerely,

Handwritten signature of Mr C Seager.

Mr C Seager
Acting Headteacher

Handwritten signature of Mr K Scarth.

Mr K Scarth
Head of Sixth Form



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