



Dear Remove Form Parents and Guardians,

Parents' Evening, Monday 23 November

I am writing to invite you to the Remove Form Parents' Evening, which is on Monday 23 November from 6.00pm via a video conferencing platform called SchoolCloud. A guide to using this platform can be found [here](#). This meeting is for parents / guardians and boys to attend.

The occasion will give you an opportunity to discuss your son's progress. Boys and their families have received a grade card at half term that gave feedback on their effort in class and prep learning over the first half of the autumn term; this evening will allow a discussion about their early attainment and wider approach to learning.

Appointments can be made by parents (not boys) from 9.00am on Saturday 7 November until 11.00pm on Sunday 22 November. Should you wish to make any changes after this time, please [contact Gina Elsby](#) via the Bell Room.

A short guide on how to add appointments is available [here](#). To book your appointments, please [log in here](#) with the following information:

- Son's first name
- Son's surname
- Son's date of birth

Please be aware that there may not be enough appointment slots available in the one evening to accommodate all families. If this is the case, please add your name to the waiting list so that we can make alternative arrangements.

If you have any questions or problems with the system, please [email Gina Elsby](#).

Given the nature of the evening, all appointments will have to be kept to a maximum of **five minutes** each. If you require a longer discussion then please make an arrangement to speak with your son's subject teacher on another occasion.

The Head Master will be speaking briefly to all parents via video.

If you are not able to make the Parents' Evening, please also be aware that you will additionally receive a report on your son's progress at the end of this term.

With all best wishes,

Kim Philpot

Academic Year Head: Remove Form