



**CHENEY SCHOOL**

*Think for yourself, act for others*

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## Mr Andrew Olubodun – Year 9 Head of Student Progress

4 November 2020

Dear Parents and Carers

### Year 9 Parents' Evening

I hope this message finds you well. As I hope you are aware, Year 9 Parents' Evening will take place tomorrow, **Thursday 5 November**.

Students have been filling in their appointment cards and have booked 5-minute slots for discussions with teachers. To avoid delays and frustration, it is particularly important to stick to time, so we would ask conversations to be kept brief, and for further meetings to be arranged at a later date if necessary.

All meetings will be via Google Meet and you will find the links for each teacher in the spreadsheet below. At the appointed time, please click on the link to join the meeting; the teacher will admit you as soon as they have finished with the previous meeting. Please remember that the tone of the meetings needs to remain professional and courteous.

**It is necessary for parents to join these meetings with their own email address**, rather than with a student's school email address.

<https://docs.google.com/spreadsheets/d/1Wqz2jgtiRonn1PD8yIE8oK7JSm2q1KTjkJAKerkczuw/edit?usp=sharing>

Please do bear in mind that this is only our second attempt at a virtual parents' evening, so please be patient with us. We suggest you take some time before the meeting to familiarise yourself with the spreadsheet so that you can easily locate the teachers you need to talk to. If you do experience any difficulties accessing an appointment, please email the host teacher. They may not be able to rectify technical issues immediately, but they will be able to make other arrangements. Staff contact details are available on the [website](#).

Your child's Autumn Snapshot report was issued at the end of last term and is available on our [parent portal](#). This should help inform you of your child's progress and contribute to the most efficient use of meeting time on Thursday.

If you have any questions, please do not hesitate to contact me.

Kind regards

Mr Andrew Olubodun  
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