



Alderman Peel High School

Alderman Peel High School
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September 2021

Re: Virtual Meet the Tutor Appointments – Tuesday 14th September 2021

Dear Parent/Carer

In order to kick-start your relationship with your child's tutor, we have organised a time for you to book in a 5 minute video chat with them to introduce (or re-introduce) yourselves for the start of the new academic year.

This will take place between **3:30 – 5:30pm on Tuesday 14th September**. As it only involves a conversation with your child's tutor it will only involve one 5 minute slot during this window at a time to suit you.

We have been using an online event booking system to organise parents evenings and events over the last few years. This now comes with additional features that enable us to hold conversations via video calls. This was used throughout last year and proved to be very successful and popular with parents.

Parents book their appointment (using the instructions below) and on the day simply access the system on their phone, laptop, computer or tablet to join the video call. We would also ask that your child be with you for this conversation if possible. We recognise that may be difficult with transport arrangements at the end of the day.

Please visit <https://aphswells.parentseveningsystem.co.uk> to book your appointments and login with the following information: Student First Name; Student Surname; Student Date of Birth; and the parent email address (that you used to receive this letter).

There is no app to download, or extra software to install. You simply log back in to the system at <https://aphswells.parentseveningsystem.co.uk> ahead of your appointment time. **At the start time of your appointment, click 'Start appointment'** and the rest is done for you. All video calls are encrypted for additional security.

A video guide on how this works can be found by clicking [here](#).

If you do not have access to the internet or have any difficulties making your bookings, please contact me on mhardman7hr5@nsix.org.uk and I will be happy to organise your appointments on your behalf.

Yours sincerely

Mr M Hardman
Vice Principal

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