



# ST THOMAS MORE CATHOLIC SCHOOL

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Website: [www.stthomasmoreschool.org.uk](http://www.stthomasmoreschool.org.uk)

Executive Headteacher: Mr Martin Tissot, MA, MBA, NPQH

RN/CSP

6<sup>th</sup> January 2021

Dear Parent/Carer

## **Re: Video Meeting**

### **Year 12 Parents' Evening - Monday, 18<sup>th</sup> January 2021 (4.30 pm – 6.30 pm)**

Due to the current Covid situation, we are introducing an on-line video system and you are invited to make appointments for the school's next Year 12 Parents' Evening. These meetings will be booked on-line and then held by video meeting, rather than in-person at the school.

The Year 12 Parent/Teacher meetings will be held on **Monday, 18<sup>th</sup> January 2021 (from 4.30 pm to 6.30 pm)**. Appointments will be available to book on-line **from date of receipt of this letter until 4.00 pm on Monday, 18<sup>th</sup> January 2021** (after which time the booking system will be unable to accommodate you).

### **To make your appointments:**

1. Please log in at: [www.parents-booking.co.uk/stthomasmoreschool](http://www.parents-booking.co.uk/stthomasmoreschool)
2. To log in you will need to enter:
  - Your first name and surname;
  - Your child's first name, surname and date of birth.
3. **NB:** The log in details you enter **must** match those we have on record for you.
4. After you have made your appointments you can choose to print or e-mail a confirmation.

On the day of your appointments, you will need to re-log in at the website address above. Ten minutes before your appointments are due to begin you will be able to join the video meeting room, where you can wait for your appointment(s).

### **Internet Browser Compatibility:**

You **must** use one of the below devices and internet browser combinations for the video meeting technology to work:

- Apple iPhone/iPad (iOS 11+): Safari
- Android phone/tablet: Chrome or Firefox
- Linux computer: Chrome or Firefox
- Microsoft Surface: Chrome or Firefox
- Mac computer: Safari, Chrome or Firefox
- Windows computer: Chrome, Firefox or Edge (Chromium)

### **Troubleshooting Tips**

- If you cannot log in please contact the school office.
- The email address field entered is only used to send your appointment confirmation. If you have problems logging in, it will not be because of the e-mail address you entered.

If you are unable to book at home, please contact the school office for help.

Yours sincerely

*A Rosen*

**Mr A Rosen**

**Head of School**