



# FORMBY HIGH SCHOOL

Determined to Achieve

ARI/EHA

7 February 2023

Dear Parent

## Year 10 Religious Studies Virtual Subject Consultation Evening – Thursday 2 March 2023

I would like to invite you to attend a Year 10 Religious Studies (only) Subject Consultation Evening on **Thursday 2 March 2023**, commencing at 4:30pm. This is an opportunity for you to meet with your son/daughter's Religious Studies teacher to review and discuss his/her progress. Consultations for this subject are being held earlier due to the proximity of the formal GCSE Religious Studies examinations taking place in May.

The school operates an easy-to-use online appointment booking system which allows you to choose your own appointment time with the teacher and you will receive an email confirming your appointment. As there will only be one consultation the appointment should be booked manually.

As the appointment will be held via video you will require access to a device with a webcam, microphone, speaker and a compatible web browser (Safari, Chrome or Firefox). A smartphone with a front-facing camera or a laptop with a webcam will be suitable. We have been advised by our software provider that you may experience audio difficulties using an Apple device. Therefore, it is recommended that Apple devices running iOS 14.2 are not used to access appointments.

To access the online booking system, please use the following link (<https://formbyhighschool.parentseveningsystem.co.uk/>) or visit our website and click on the 'Parents' Evenings Link' at the bottom of the page. You will be required to login with the following information:

- Student's Forename
- Student's Surname
- Student's Date of Birth (dd/mm/yyyy)

The appointments may be made from **7:00pm on Monday 20 February until 10:00am on Monday 27 February**. Should you wish to make any changes after this date, please contact Mrs Haughey by telephone (01704 873100) or by email ([e.haughey@formbyhighschool.com](mailto:e.haughey@formbyhighschool.com)). Your appointments will be automatically confirmed via the email address that you have provided to the school. If it does not appear in your inbox, please check it has not been sent to your 'Spam' folder.

### Accessing Video Appointments

To access your video appointments on the evening itself, please login to Parents' Evening System at the usual web address (<https://formbyhighschool.parentseveningsystem.co.uk/>). You will be advised that you have an upcoming video appointment and a 'Join Video Appointments' button will become available **60 minutes** before your first scheduled appointment. To allow the teachers to have as many appointments as possible, the appointment will be four minutes in length and a countdown clock will be

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Headteacher: Mr D Mackenzie BA (Hons) NPQH/NPQEL

Freshfield Road, Formby, Liverpool L37 3HW

Tel: 01704 873100 ▪ Email: [enquiries@formbyhighschool.com](mailto:enquiries@formbyhighschool.com) ▪ [www.formbyhighschool.com](http://www.formbyhighschool.com) ▪ Twitter: @FormbyHigh

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visible to both you and the teacher during your appointment. Please note that there will be no facility to extend the appointment beyond the allotted time and it will end automatically at the end of the scheduled appointment. You will only be able to join the appointment by clicking on the 'Start Appointment' button. Detailed instructions on how to access your appointments can be found [here](#). You will be given the option to 'blur' your screen during the evening if you wish.

If you require additional time to speak with a teacher, please arrange an alternative meeting / telephone conversation during your appointment. Students are expected to attend the consultation evening with you and listen to any appropriate advice offered by their teacher, and they should also be always visible on the video.

Some teachers teach more than one class in Year 10 and so, as there is a maximum of 30 appointments available per teacher on the evening, it will not be possible for all parents to meet with these teachers. Those teachers who teach more than one class are listed at the end of this letter. **It is therefore advisable to make the appointment as soon as possible once the booking process opens.**

We hope that you will be able to join us at the Year 10 Religious Studies Virtual Subject Consultation Evening and I would remind you that another evening is planned, for all other subjects, towards the end of April. If you do not have access to the internet or require any further assistance with your appointment bookings, please do not hesitate to contact Mrs Haughey.

Yours sincerely

**Mrs A Rimmer**  
**Year 10 Climate for Learning Leader**

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The following staff teach more than one Year 10 Religious Studies group, and it may not, therefore, be possible to schedule appointments for all those parents wishing to see these teachers. If you wish to be advised of any cancellations that become available, please register by clicking on the 'waiting list' facility and a member of staff will telephone you if an alternative time becomes available.

Ms Doherty  
Miss Hill  
Mrs Weaver