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28<sup>th</sup> February 2023

Dear Parent,

The Year 10 Parents' Meetings are scheduled in the School calendar as: online meeting, Thursday 16<sup>th</sup> March at 4:00pm – 6:00pm and in School meeting, Friday 17<sup>th</sup> March at 5:15pm – 7:30pm.

Please find attached a guidance document, which covers how to book your appointments through the portal for both the in School, in person Parents' Meetings and for the online meetings.

Please decide which meeting you can attend, the online one, or the in School one and go onto the portal to book your appointments. This is a new development which we hope will make the in School meetings run more smoothly and reduce the long queues that can happen without an appointment system.

Yours sincerely,

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