

October 2020

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horbury.accomat.org

## Y7 Meet the Form Tutor – Wednesday 14<sup>th</sup> October

Dear Parents / Carers,

Headteacher: Mrs N. Walker

At Horbury Academy our aim is ensure that communication between parents / carers and the Academy is the best it can possibly be. Within these challenging times, the academy has introduced a range of digital tools that pupils can access at home, therefore, extending the opportunities to learn and communicate beyond face to face lessons. It is our aim at Horbury Academy to have a fully operational system for live meetings with teachers and form tutors, enabling regular contact and updates regarding student progress within the academy.

While this is our intention in the future and following on from a number of enquiries regarding Microsoft Teams, I would like to change the original proposed plan for live meetings with form tutors via Teams on Wednesday 14<sup>th</sup> October. Rather than a live meeting on Teams, this will now be a phone call, at the same agreed time of the appointment with form tutors. This then ensures that all parents and carers have the opportunity to discuss how their child has settled into the academy, which remains the highest priority.

Later in the year, during another parents evening, Microsoft Teams will be used to ensure that parents and carers have the opportunity to meet staff face to face, albeit virtually, and have informed discussions regarding your child's progress, behaviour and attitude to learning. In the meantime, we will work with those parents and carers that have found difficulty in accessing Microsoft Teams to ensure that we have an effective communication system moving forwards.

Prior to the phone call from form tutors, we would like to invite you to watch a short video where the outline of the evening will be identified and explained. You will be able to find this video by clicking the following [link](#) . This can also be found on the Academy website.

In the meantime, if you have any issues regarding any information within this letter, or your child has any technical issues logging into Teams, please contact [enquiries@horbury.accomat.org](mailto:enquiries@horbury.accomat.org)

Finally, I'd like to apologise for the late change of plan to the evening, but hope the rationale behind these changes have been clearly communicated.

Kind regards,

A handwritten signature in black ink, appearing to read 'Steven Care'.

Mr S Care  
Assistant Principal