



The John Warner School • Stanstead Road • Hoddesdon • Hertfordshire • EN11 0QF  
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Website: www.johnwarner.herts.sch.uk • Headteacher: Jeremy M. Scott

20<sup>th</sup> November 2020

Dear Parent(s)/Carer(s)

## Re. Year 10 Virtual Parents' Evening

I am writing to invite you to our Virtual Core Subjects Parents' Evening on Thursday 26<sup>th</sup> November between 16:00 - 19:00 as well inviting you to the Virtual Option Subject Parents' Evening on Thursday 3<sup>rd</sup> December between 16:00 – 19:00.

**To book your appointments to meet with your child's English, mathematics and science subject teachers (business, history and food and nutrition classes which appear in two option blocks will also be holding parents' evening appointments this evening as well as 3<sup>rd</sup> December on the option subject parents' evening). Please go to your ParentMail page where you will see the active evening.** When booking appointments please try to avoid booking one directly after the other and allow at least 5 minutes between appointments. There is also the function for you to give any details that you would like to discuss with the subject teachers in the booking process which will allow teachers to be prepared for your questions. You will be notified of your confirmed appointment time on completion of the online form.

Our virtual evening will be in 5 minute appointments and the link shown below will hold all the meeting links for you to access your appointments. You will be placed into a waiting room before the teacher admits you into your appointment time meeting.

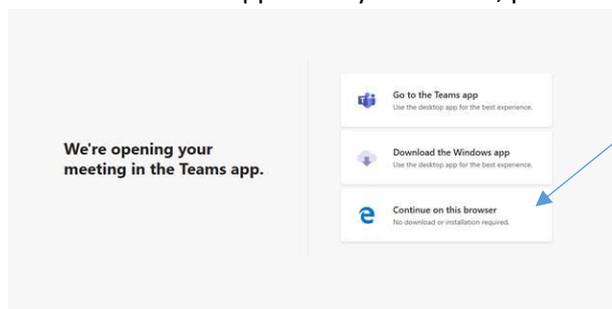
The following instructions will give you some guidance on how to get to this point:

1. Click on link to join the meeting

### [Follow this link to find a list of teachers and the correct links](#)

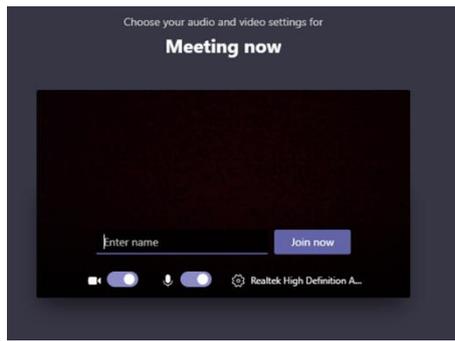
***(If you have any technical issues on the evening please contact the school reception 01992 462889 who will be able to contact our IT department to assist you).***

2. You will see a box appear on your screen, please select 'continue using browser'



3. In the space please provide your child's name so that the teacher can admit people in the correct order for their appointment time.





4. Please ensure that your camera and microphone are both on and where possible ask your child to also attend the meeting so we can make sure they are included in this evening.

We are really looking forward to meeting you virtually.

Yours faithfully

**Jennifer Walters**

Director of Learning