



1<sup>st</sup> November 2021

Dear Parent/Guardian,

## Meet the Form Teachers

We are pleased to invite you to meet your child's form tutor on **Thursday 4<sup>th</sup> November**. The purpose of the meeting is to talk about how your child has settled into life at Ysgol Cwm Brombil and to discuss how we can make further progress.

Unfortunately, due to Covid19 restrictions we are unable to invite all of you into school. We therefore ask that you make an online video call with your child's form teacher. Please follow the guidance and make an appointment using the following guide:

## Online Appointment Booking

The school uses an easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from Monday November the 1<sup>st</sup> and will close on Thursday 4<sup>th</sup> November at 3pm. Should you wish to make any changes after this date please contact the school office. Appointments will last a maximum of 6 minutes to enable form tutors to speak with all of their class.

While we realise that 6 minutes may not seem like a lot of time, should you wish to raise anything further following the appointment, you can contact Mrs Tomkins, Head of Year 7, or Miss Mason, Year 7 Engagement Officer, by phoning or emailing the school.

Please visit <https://ysgolcwmbrombil.schoolcloud.co.uk> to book your appointments.

(A short guide on how to add appointments is included with this letter.)

Or you can go to: <https://bit.ly/onlinePEguide>

You will need the following information to make your appointment:

Student's First Name.

Student's Surname.

Date of Birth.

Form teacher:

If you do not have access to the internet, please contact the IT department:

[itsupport@ysgolcwmbrombil.co.uk](mailto:itsupport@ysgolcwmbrombil.co.uk) who will be happy to add appointments on your behalf.

Yours sincerely,

*S Clarke*

Mr S Clarke  
Headteacher

HEADTEACHER:

MR. S. CLARKE

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