



Saint Benedict  
A Catholic Voluntary Academy

25<sup>th</sup> November 2020

Dear Parent/ guardian

As you are aware, we have scheduled Year 8 Parents Evening for 1<sup>st</sup> December. In the current situation, we are unable to have teachers and parents meeting across a table. We have invested in a new system, which allows us to meet face to face via a device. This means you will still have an opportunity to have a conversation with your child's teacher whilst being able to see them at the same time.

You are invited to make appointments for the Parent Evening following the instructions below. These meetings will be booked online, and then held by video meeting rather than in-person at the school. In this important year, it will be an opportunity to hear how your child is making progress and discuss actions that are required to enable your child to achieve the best possible outcome. I encourage everyone to sign up and avail of this opportunity.

To make your appointments please login at: [www.parents-booking.co.uk/saintbenedict](http://www.parents-booking.co.uk/saintbenedict). Please see attached sheet for detailed information of how the evening will operate.

**To login you will need to enter:**

Your first name and surname

Your child's first name, surname and date of birth

The login details you enter must match those we have on record for you.

Appointments will be available to book from **16.00pm on Thursday 26<sup>th</sup> November until 15.00pm on Tuesday 1<sup>st</sup> December.**

After you have made your appointments, you can choose to print or e-mail confirmation.

On the day of your appointments, you need to re-login at the website address above, 10 minutes before your appointments are due to begin you will be able to join the video meeting room, where you can wait for your appointment(s).



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Saint Benedict Catholic Voluntary Academy  
Duffield Road, Darley Abbey, Derby DE22 1JD  
[enquiries@saintben.derby.sch.uk](mailto:enquiries@saintben.derby.sch.uk)  
Company Number 7937154



**St Ralph  
Sherwin**  
Catholic Multi Academy Trust



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### **Internet Browser Compatibility:**

You **must** use one of the below devices and internet browser combinations for the video meeting technology to work:

- **Apple iPhone/ipad (iOS 11+): Safari**
- **Android phone/tablet: Chrome or Firefox**
- **Linux computer: chrome or Firefox**
- **Microsoft Surface: Chrome or Firefox**
- **Mac computer: Safari, Chrome or Firefox**
- **Windows computer: Chrome, Firefox or Edge (Chromium)**

### **Troubleshooting Tips**

If you cannot login, please contact Mr Bennett on Ext 844.

The email address field entered is only used to send your appointment confirmation. If you have problems logging in, it will not be because of the e-mail address you entered.

If you are unable to book at home, please contact Mr Bennett for help

Kind regards

*Mrs J Gash*

Jo Gash  
Head of Year 8