



Dear Parents/Carers

9 June 2020

I am writing to you to explain our Year 10 Academic Mentoring that is going to take place week commencing Monday 22 June 2020.

We are so proud of the way that our children have adapted to the online learning and are making some great progress while at home. We also know that there are various challenges to this, with all families experiencing differences in their difficulties.

Therefore, we would like every child in Year 10 to have an academic mentoring session with a key member of staff during the week commencing Monday 22 June. We would very much like parents and carers to be present during this session too. For most children in Year 10, you will meet with your child's tutor but there are a number of families who will see the Head of House instead.

Our online booking system will open on Monday 15 June at 9am, where you will be able to log in as usual and choose your 30 minute time slot. The system will give you one person to book in with, so you will know who this is when you book. The link to the online booking system is here: <https://castle.schoolcloud.co.uk/>. Please contact the school if you have any difficulty logging in to this system.

The meetings themselves will run virtually using Microsoft Teams, which is a platform our children should be confident with through our online learning. The member of staff you are meeting with will start the meeting on Teams using your child's email address. You will get an alert on your screen and then you will be able to click the button to join the meeting.

The meeting itself will be focussed on academic progress, so there will be an up to date report to hand to share and talk through. We appreciate that there will be other factors affecting progress at the moment, so you will have a chance to discuss those and plan some targets to help move the learning on, as well as to make sure we reflect and celebrate what has gone well over the past months and before lockdown.

I hope that this makes sense but please do get in touch if you would like any further clarification. If you would prefer your appointment to be over the phone rather than through Microsoft Teams, please email the member of staff you are booked in to see and let them know your preference. If you are meeting with your child's tutor but would also like their Head of House to be present, please email the tutor and see if that can be arranged. We are all really looking forward to these academic mentoring meetings, to give you the chance to work with a key member of school staff face to face and also to plan ahead optimistically.

Yours sincerely

Mr J Wordsworth, Deputy Headteacher

"The Castle Partnership Trust". A company limited by guarantee, registered in England and Wales, number 07657731. An exempt charity.