

11 November 2021



**Fairfield
High School**
Achieving Excellence

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Horfield
Bristol
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• Fairfield High School – FHS

Dear Parent/Carer,

Progress Review Days: Thursday 16th & Friday 17th December 2021

I am writing to inform you of the Progress Review days that will happen on the dates given above. The progress review will give an opportunity to discuss pastoral development.

Appointments will take place via Teams. We expect students to attend their appointment with their parent/carer. Before your appointment, your child will need to login to Teams via their school account on a device that has a camera and microphone - either a PC, laptop, tablet, or phone. Your child has received training on how to receive Teams calls. If your families require more than one Teams login to allow all parent/guardians to attend, please indicate this request on the response slip below. If you need an interpreter or IT access note such requests on the slip below.

An academic progress report will be shared with families before the Academic Review. If you have any queries about your child's academic progress following the report, please contact your child's teacher via email before progress review days.

You and your child/children will each have a 20-minute appointment on one of the two days. Your child's tutor will ring you at the time of your appointment.

Your child will not be expected into school on either the 16th or 17th of December. Some Year 11 students may be invited into school for interventions on Progress Review days, and this will be decided closer to the time. We will make every effort to ensure intervention works with your Progress Review appointment so that your child can attend both interventions, if it is running, and their Progress Review.

Please complete the names of your child/children on the reply slip attached and indicate which time slots would be most convenient for you to have your appointment(s). **Please return to your child's tutor or Achievement Coordinator by Friday 19th November 2021 in order that preferred appointment times can be allocated.**

If your child receives any additional support from a Learning Mentor or a member of our Pastoral Support Team, they may contact you personally for an additional appointment.

If you feel you need any additional support to allow you to access parent/carer evening – IT support, BSL, EAL, etc. please call the School reception on (01179) 527100 or email the school office admin@fairfield.excalibur.org.uk

Yours sincerely,

Ms E Cronin
Assistant Vice Principal



An International Academy

Principal: **Mr Nick Lewis**
Excalibur Academies Trust: a company limited by guarantee
Registered in England: Company Number: 08146633
Registered Office: Granham Hill, Marlborough, Wiltshire SN8 4AX



Commented [EC1]: Can we include this here please so they are clear on the deadline. - Please return to your child's tutor or Achievement Co-Ordinator by Friday 20th November 2020 in order that preferred appointment times can be allocated.

Your child's tutor will ring you at the time of your appointment. When someone calls you, you'll get a notification that lets you accept or decline the call.

- Click **Accept with audio**  to answer with audio only.
- Click **Accept with video**  to accept the call and enable video as well.

✂-----

Progress Review Days: Thursday 16th & Friday 17th December 2021

I would prefer the following time slot for my appointment/s (please tick relevant box)

Thursday 16th December	Friday 17th December
7.30 am – 9.00 am <input type="checkbox"/>	7.30 am – 9.00 am <input type="checkbox"/>
9.00 am – 12 noon <input type="checkbox"/>	9.00 am – 12 noon <input type="checkbox"/>
12 noon – 3.00 pm <input type="checkbox"/>	12 noon – 2.00 pm <input type="checkbox"/>
3.00 pm – 6.30 pm <input type="checkbox"/>	

I have more than one child at Fairfield High School

Name	Tutor Group

Does your family require an additional Teams login to allow all parent/guardian(s) to attend?

Do you IT support? If so what support do you need?

Do you need an interpreter to attend your appointment?

Signed..... Parent/Carer Date.....

Please return to your child's tutor or Achievement Co-Ordinator by Friday 19th November 2021 in order that preferred appointment times can be allocated.

Achievement Coordinators

- Year 7 – Mr D Shand**
- Year 8 – Ms R Hooke**
- Year 9 – Mr J Francis**
- Year 10 – Ms A Carr**
- Year 11 – Miss S Davies**

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