



**The Priory School**

Headteacher: A Pope BA (Hons) PGCE MA  
Longden Road, Shrewsbury,  
Shropshire, SY3 9EE

01743 284000  
info@tpstrust.co.uk  
www.tpstrust.co.uk

22<sup>nd</sup> March 2021

Dear Parents/Carers,

Year 10 Consultation Evening is calendared for Monday 26<sup>th</sup> April 2021 and we are keen that face-to-face contact be made between parent/carer, teacher and students during the pandemic. It is our belief that where the number of physical visitors to school can be limited, that they should be, especially when we have access to technology that can replace a face-to-face appointment. Regardless of where we may find ourselves in April 2021 with regards to tiers or lockdowns etc, we believe that this remote approach is in the interests of staff, students, parents and the wider community.

We have arranged for the Year 10 Consultation evening to take place remotely. Appointments will be made between 3.30pm and 6.30pm depending on staff availability. As is the case with all Consultation Evenings, some staff will not be able to see all of their students; please be understanding of this and, if you require an appointment and were unable to get one, please contact your child's teacher using the info@ email address.

We have decided to use Teams rather than invest in further software. One of the features of other software is that there is a traffic light feature, which means that appointments are cut off after the allotted period of time. We do not have this feature on Teams so please do not be offended if, in the interest of time keeping, a Teacher has to cut the conversation short or even terminate the call. Should this be the case and you feel that you need further time to discuss your child with their teacher, please make contact with that member of staff to arrange further time to converse.

Students will make appointments with their teachers, as usual, via the attached appointments sheet during a lesson. Teachers will then call you using Microsoft Teams at the allotted time, using your child's student email account. It is therefore very important that students have access to this email account so that the call can easily be made. If you do not have access to an electronic device that can access Teams, please contact your child's Form Tutor, who will support you in making telephone appointments.

Thank you for your support in adapting to this new system; we hope that it all runs smoothly and, as always, appreciate your feedback, following the event.

Yours sincerely,

Mrs R Shaw  
Assistant Headteacher