



26 March 2021

Dear Parent/Carer

Year 11 Virtual Parents' Evening - Online Appointment Booking

I would like to invite you to attend our Year 11 Virtual Parents' Evening on 21 April 2021. This will be an important and final chance to speak with teachers about their progress and for you to ask any questions about the coming weeks and how grades will be awarded

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

Given the current climate, a virtual appointment system will run. This means you will remain at home and speak with your child's teacher through an online video call. The calls will run through the appointment booking system. Please see the attached document for further guidance on how this will work.

The online booking system is now open and closes on 21 April at midday.

Please visit <https://buttershaw.parentseveningsystem.co.uk> to book your appointments. A short guide on how to add appointments is included with this letter. Log in with the following information:

- **Your details - first name, surname and email address**
- **Your child's details - first name, surname and date of birth**

Yours sincerely

M White

Miss M L White
Achievement Leader - Year 11
Buttershaw Business and Enterprise College



AMBITION



RESILIENCE



COURTESY



KINDNESS