



Health Futures UTC
350 High Street
West Bromwich
West Midlands
B70 8DJ

0121 794 2888

Monday, 09 November 2020

Dear Parent/Guardian,

Re: Parents' Evening for Year 13 Thursday 19th November 2020

We are delighted to confirm that we will be holding Year 13 parents evening on Thursday 19th November 2020. As you are aware current Covid restrictions have meant that we will be holding this event virtually. Your son/daughter will be provided with a booking form to reserve appointment slots with their teachers for the evening. The evening will run from 4:30pm – 7:30pm. These meetings will be held over Teams which all of our students have access to via Office 365.

We envisage these appointments lasting no longer than 10 minutes and we are hopeful that by holding this event virtually, we will be able to connect with more of you. If you are unable to make an appointment for this evening then please do contact us with a time/date that is suitable for you and we will endeavour to arrange a separate appointment for you.

If you do have any questions or require any additional information about this evening then please do contact either myself or Miss Nightingale.

Yours faithfully,

A handwritten signature in black ink, appearing to be "K Steed", written in a cursive style.

Mrs K Steed
Director of Post 16

