



# St. Chad's Catholic and Church of England High School

*a Specialist Language College & EAL Centre for Halton*

Headteacher  
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8<sup>th</sup> May 2017

Dear Parent/Carer,

Last academic year we introduced Consultation Days as a way of improving our parental engagement and they proved to be extremely popular and productive. Our next Consultation Day for Years 8 and 10 is scheduled for **Thursday 22 June 2017**. To facilitate this day the online booking system on our parent portal will open for bookings on **Monday 22 May 2017 from 9:00am**.

For new parents the Insight parental gateway can be accessed through the school's website. To do so you will need a username and password, which you should by now have received. If you have not received these details it is likely that we do not have a current email address for you. This can be supplied by returning the slip at the foot of this letter.

Insight is a user friendly portal and will allow you to access important information about your child in addition to allowing you to make appointments for the Consultation Day. The booking system will allow a maximum of 8 appointments.

Appointments for the day will be 10 minutes long, during which time your son/daughter's progress will be discussed and improvement targets and celebrations for achievement will be recorded on a 'Target Review Form'. We suggest that after the day this is displayed in a prominent position at home and used as a frequent discussion point with your child.

Your appointments will take place in the subject areas. Therefore, we suggest that you ask your son/daughter to assist with the bookings, to ensure you select staff in an appropriate order based on their location.

If you have any queries about the portal or the Consultation Day, including any difficulties you have when attempting to make appointments please contact Ann Stevenson, Barbara Wilson or Clare Orme or complete the slip below.

Yours faithfully

Mr A Bennett  
Assistant Headteacher

.....  
Please write clearly in the space provided

Student name: ..... Tutor: .....

Parent/Carer name: .....

Email address: .....

Available from: ..... Available until: ..... on **Thursday 22 June 2017**.

Please return this slip to Ann Stevenson

*Faith in God, Faith in Ability, Faith in Each Other*

Honorable Purpose

Respect

Compassion

Co-operation

Stewardship



## ARRANGEMENTS ON PARENT CONSULTATION DAYS

	Tuesday 8 <sup>th</sup> November 2016	Wednesday 8 <sup>th</sup> February 2017	Thursday 22 <sup>nd</sup> June 2017
Year 7	<b>CONSULTATION DAY</b> Reading blog at home when not in for appointments	<b>Attend school</b> – (Welcoming a stranger)	<b>Attend school</b> – (Healthy Lifestyles)
Year 8	<b>Attend school</b> – (Keeping Safe)	<b>Attend school</b> – (Tomorrow's Managers Today)	<b>CONSULTATION DAY</b> Reading blog at home when not in for appointments
Year 9	<b>CONSULTATION DAY</b> Reading blog at home when not in for appointments	<b>Home Study</b> – Mathematics work to be set	<b>Attend school</b> – (Enterprise Day)
Year 10	<b>Attend school</b> (Careers Fair/Tomorrow's Managers Today)	<b>Home Study</b> – English work to be set	<b>CONSULTATION DAY</b> Reading blog at home when not in for appointments
Year 11	<b>Home Study</b> - English work to be set	<b>CONSULTATION DAY</b> -science work to be set	<b>Examinations</b>
Sixth form	<b>Home Study</b>	<b>CONSULTATION DAY</b> Home Study	<b>Examinations</b>