



Corby Business Academy

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Associate Principal: Simon Underwood

1<sup>st</sup> December 2020

## Parents' Evening

Dear Parents and Carers,

In these difficult times, we would like to thank you for all the support that you have given to the students and to the school in general.

We appreciate that recent events have had a disruptive effect on many of our students, however, we remain committed to all our students, parents and carers and will continue to ensure that every student has the support that they require in order to reach their goals and aspirations.

As part of our commitment we very much look forward to hosting our first remote Parents' Evening with Year 11 on Wednesday 9<sup>th</sup> December, 4.00 p.m. to 7.00 p.m. This will be held remotely via video link, with further information available on how to book this on our website by clicking the 'Parents' tab and the 'Parents' Evening' page and selecting 'Year 11'. Alternatively, please click the direct link to visit the page:

<https://www.corbybusinessacademy.org/page/?title=Year+11&pid=793>

Further to this information, please view a user guide for '**how to access the booking system**' by [clicking here](#) and a guide on '**how to access video appointments on the evening**' by [clicking here](#).

Please be aware that due to the nature of the software, appointments will be limited to 5 minutes and will terminate after that time automatically.

On the evening, it is best to login 15 minutes before your first appointment to check that your device and software work smoothly with the application.

### In order to make video calls you need to have as a minimum:

- a device with a microphone and speaker
- a compatible up-to-date web browser:
  - **iPhone/iPad** - Safari
  - **Android** - Chrome or Firefox
  - **Windows** - Chrome, Firefox or Microsoft Edge (Chromium - download here (<https://www.microsoft.com/enus/edge>))
  - **Mac** - Safari, Chrome or Firefox
  - **Linux** - Chrome or Firefox

### We also recommend:

- Using your smartphone for video appointments. If you don't have a smartphone with a front-facing camera, use a laptop or computer with a webcam.
- Using a headset (or earphones with a microphone) to reduce echo.

As well as the Parents' Evening information contained in this letter, you will also receive the most recent report for your child by Friday 4<sup>th</sup> December.

Yours sincerely

Mr S. Underwood  
Associate Principal