



Corby Business Academy

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Principal: Simon Underwood

7<sup>th</sup> January 2022

**Year 12 & 13 Parents' Evening**  
**Thursday 20<sup>th</sup> January 2022**

Dear Parents and Carers,

Despite the hugely disruptive nature of the Covid pandemic, some aspects of school life which have been adapted have proved to be beneficial. One such example was the move to virtual Parents' Evenings. Combined with the ever-changing landscape and guidance, we intend to continue with this practice and very much look forward to hosting our remote Parents' Evening with Year 12 & 13 on Thursday 20<sup>th</sup> January 2022 from 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 12 and 13'. Alternatively, please click the direct link to visit the page: <https://www.corbybusinessacademy.org/page/?title=Year+12+and+13&pid=800>

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.

Yours sincerely

Mr S. Underwood  
Principal