



**ST EDWARD'S  
COLLEGE**  
LIVERPOOL

8 November 2024

To: Parents and Carers of Pupils in Year 7  
Ref: 072/24

Dear Parents and Carers

**Year 7 Parent/Subject Teacher Review – Wednesday 20 November 2024**

I am writing to invite you to the Year 7 Parent/Subject Teacher Review Meeting which is taking place via video appointments on Wednesday 20 November 2024.

This meeting will provide an opportunity for parents and pupils to meet online with teaching staff to discuss academic progress. Teaching staff will be available for appointments from 3.30pm until 5.30pm. Meetings with each teacher will last no more than three minutes. Should you wish to discuss a matter with one of your daughter/son's teachers at greater length, please arrange a further appointment with the member of staff concerned.

Pupils are welcome to join their parents for the meetings.

We will be using an online booking system which allows you to choose your own appointment times with teachers. The system will also send you an e-mail confirming your appointments.

The appointment booking system will be open from 9.00am on Monday 11 November and will close at 1.00pm on Wednesday 20 November. I would encourage you to book your appointments early, as demand is likely to be high. Should you wish to make any changes after this time or cancel your appointments or you would like to make an appointment to speak to Mr Fabia, the SENCo or any Head of Year or Head of Faculty, please contact the College via e-mail [parentsevening@st-edwards.co.uk](mailto:parentsevening@st-edwards.co.uk).

Please visit <https://stedwardscoll.schoolcloud.co.uk/> to book your appointments. A guide to making appointments and attending video meetings is available on the College website.

We are looking forward to you joining us via remote video appointment on Wednesday 20 November 2024.

Yours faithfully

St Edward's College