



9 October 2020

Dear Parent/Carer,

A reminder that **booking opens today at 12:00** for our Meet the Tutor Virtual Evenings on Wednesday 14th and Thursday 22nd October. Appointments can be booked via our online parents evening booking system; instructions on how to register and log in were sent by email on Tuesday 6th October.

Apologies that our previous communication did not make it clear that all appointments will take place online. Please **do not visit the college site**. Full instructions can be accessed here: [How to Attend Appointments](#), and a short video demonstration can be viewed here: <https://vimeo.com/401026901>. If you do not have access to a suitable internet connection or device, or have other needs which would make an online appointment difficult, please email studentservices@bhasvic.ac.uk and we will try to arrange a phone appointment or e-mail exchange with the relevant tutor as an alternative.

The purpose of these evenings is to give parents and carers an early chance to meet with their young person's Personal Tutor, who is a key staff member in supporting them during their time at BHASVIC. Whilst the event is open to all new parents/carers, we would especially like to encourage you to make an appointment, if either of the following apply:

- Your young person is struggling with the transition to college
- Your young person is facing difficulties outside college, which is affecting their ability to participate fully in their study

The Meet the Tutor evenings are designed to enable you to have short but supportive conversations concerning any specific emotional or physical needs that your young person needs support with. This is a pastoral-based evening and we will not yet be able offer information on detailed academic progress. Subject-based 'Progress Reviews' are completed by teaching staff after October half term and published to parents in November. First year (A1) subject-based parents' evenings take place in January 2021 and all new parents and carers will be invited to attend one of these early in the new year. At these curriculum-based evenings, teaching staff will be available to discuss more detailed academic progress over the Autumn term.

Appointments will be offered on a first come, first served basis. If you do not manage to secure an appointment, and you have a particular concern you wish to discuss, please contact your young person's Personal Tutor by phone or email. Our email addresses work on the basis of the first letter of the forename, followed by a dot, then the full last name with bhasvic.ac.uk as the suffix. For example: a.smith@bhasvic.ac.uk. In the case of a phone call, Reception can direct you to the correct person.

With kind regards

Jo Usher
Student Services Manager