

6<sup>th</sup> November 2017

Dear Parent/Guardian

## **YEAR 10 PARENTS' EVENING**

**Year 10 Parents' Evening is scheduled for Thursday 23<sup>rd</sup> November 2017 from 4.00 pm to 6.00 pm.**

The school has introduced a new initiative and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. We are confident this will be an improvement to the previous system and would welcome any feedback.

The success and efficient running of the evening depends upon the appointment times being adhered to and I would ask for your co-operation in this respect. Some staff teach a large proportion of pupils in the year group and appointments with them will be at a premium. It is imperative that appointments with these teachers are rigidly maintained, for the benefit of all parents.

Appointments can be made from Wednesday 8<sup>th</sup> November at 7.00p.m. and will close on Wednesday 22<sup>nd</sup> November at midnight. If you are unable to attend the evening please log on and click the 'cannot attend' button. Should you wish to make any changes after this date please contact the school office.

Please visit <https://parrenthorn.parentseveningsystem.co.uk/> to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with the following information:

Parent's first name, surname and e-mail address.

Student's legal first name and surname.

Student's form group.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

If your child accompanies you to Parents' Evening they must wear full school uniform.

Should there be a serious problem concerning your child, the Senior Leadership Team, Form Tutors and myself will be available for consultation.

Yours sincerely

**C BENNETT(Mrs)**  
**Head of Year 10**