

January 2023

Dear Parents/Carers

Y11 PARENTS' EVENING – THURSDAY 19 JANUARY 2023

You are invited to attend a meeting for parents/carers of Year 11 pupils to discuss your son or daughter's progress. As this is such a crucial event for your son or daughter, we have decided that this event will take place **in school**. Pupils are expected to attend this meeting which will take place on **Thursday 19 January 2023 from 4.30pm to 7.30pm.**

There will be some **key differences** from previous parents' evenings, which are set out below:-

- Appointments should be made through Synergy. Please use the attached '**Booking System**' information guide and follow the instructions on how to book each appointment.
- Each appointment will be held in the classroom where your son or daughter is taught in that subject.
- Your son/daughter will act as guide to the relevant classrooms.
- You must ensure to leave **at least one** 3-minute gap between appointments to allow for travel time.
- Appointments must stick to the 3-minute time limit to avoid congestion around the school.
- If there are any issues that parents would like to discuss further but are unable to do so in the 3-minute time slot, members of the Senior Leadership Team will be available in the school foyer to assist.
- Each pupil in Year 11 has an allocated Mentor who is a senior member of staff. Pupils are reminded that they can make contact with their mentor in school or via email should they have any concerns about their progress or preparation for upcoming Trial Exams.

With regards to car parking, may I respectfully ask that parents park on the staff car park at the front of school (accessed via Rookery Avenue) rather than on the roads surrounding the school. Overspill parking will be available on the tennis courts at the rear of the school. **Please refrain from parking in the adjacent streets to allow flow of traffic and minimise disruption for our neighbours.**

I look forward to seeing you on **19 January 2023.**

Yours faithfully



K WESTWELL (Miss)
Year 11 Director of Learning