

Our Ref: HMGB07012019

Monday 7th January 2019

Dear Parents,

I would like to invite you to the Key Stage 4 Parents' Evening on Wednesday 16th January 2019, between 5.00pm and 7.30pm. This year, we have launched our brand new online booking system for parents to access and arrange their own appointments for this event. Please see attached document for log in and instructions to navigate you through the system. *If you have not provided a current email address to the school, or you do not have access to email, please contact the school immediately on 0161 766 1597 and speak to Reception.*

You are able to make an appointment to see up to **6 subject teachers**. Please identify which teachers you would like to see by selecting them online. Please note that if your child is in a tree group the same teacher may teach several subject areas. It is therefore important that you still select the subjects that you wish to discuss.

We have invited a number of agencies to Parents' Evening which include the School Nurse, our Speech and Language Therapist, Travel Training Co-ordinator, Transport, Connexions and we have also invited Kaleidoscope Brokerage Ltd. Unfortunately on this occasion representatives from the Visual and Hearing Impairment Team and Physiotherapy Team will not be available on this date but if you would like to discuss anything with them please contact them directly.

Pupils are very welcome to attend with you. If you need your child to be supervised during your appointment, please indicate this via the message option. Refreshments will be available.

Parents' Evening is a wonderful opportunity to celebrate your child's achievements over the year as well as a chance to meet with myself, the teaching and support staff and other members of the Senior Leadership Team. We do hope you are able to attend.

The closing date for the online appointment booking is Tuesday 15th January at 11:55pm.

Yours sincerely,



Orienne Langley-Sadler
Head of School