



12 December 2023

Dear Parents/Carers

**Year 11 Parents' Evening – Thursday 18 January 2024**

Year 11 Parents' Evening will take place on Thursday 18 January 2024 from 4.30pm to 7.30pm. This event will give students and their parents/carer the opportunity to speak to each of their subject teachers to discuss their current progress and next steps in their academic journey.

You can also make an appointment to speak to the school's careers adviser, Mrs Thompson, if this is something that you feel would be beneficial at this time.

Appointments will be conducted by 'video calls' via EduLink One. Each appointment will be kept to a strict 5 minute limit, to ensure that everybody has the opportunity to speak to their respective teachers.

- Please book a single 5 minute appointment with each subject teacher.
- EduLink One will be open for appointment bookings from 6pm on Thursday 11 January 2024 and will close at 6pm on Tuesday 16 January 2024. Unfortunately, appointments cannot be made outside of these times.
- Teachers will connect with the login of the parent that booked the appointment.

On the day, please ensure:

- You are logged in to EduLink One in time for your first appointment.
- You go to the Parents' Evening icon and click on the 'start appointments' button.
- You have your camera and microphone selected.

Please note that EduLink One controls the timings for each appointment, and not the teachers. A timer will appear on the screen and will auto-disconnect at the end of each time slot.

Please do take this opportunity to meet the subject teachers, as the role of the parent/carer over the coming months will be critical to the success of your child.

We look forward to speaking to you at Parents' Evening.

Yours sincerely

Mr A Shields  
Deputy Headteacher