



22nd January 2018

Dear Parent/Carer

Year 9 Parent Consultation Evening - Thursday 22nd February 2018,
4.30 pm – 7.30 pm

The Year 9 Parent Consultation Evening will be held on Thursday 22nd February 2018. It is our expectation that all students attend, together with at least one parent/carers. All students should be in full school uniform. As you are by now aware, we use a very successful online appointment booking system which allows parents the flexibility to choose their own appointments, at times which are convenient to them throughout the evening.

- Appointments may be booked between 8pm on Thursday 1st February and 10pm Thursday 8th February 2018.
- You may book a maximum of **8 appointments**.
- Please visit **<http://roundwoodpark.parenteveningsystem.co.uk>** to book your appointments. A short guide on how to add appointments is included with this letter. A link to the “parenteveningsystem” and a “parentguide” are also available on the school website via ‘Useful Links’. Logins should be applied with the following information:
 - The system uses ‘priority 1’ parent name, therefore, you may need to try either your name or your partner’s name.
 - Student’s First Name
 - Student’s Surname
 - Date of Birth

If you do not have access to the internet, or have any problems, please contact the Pastoral Office on 01582 765344 x 228. We very much look forward to seeing you on 22nd February 2018.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Ms Paula Cunningham'.

Ms Paula Cunningham
Head of Year 9

