18th May 2018

Dear Parent/Carer

Year 7 Parent Consultation Evening - Thursday 21st June 2018, 4.30 pm – 7.30 pm

The Year 7 Parent Consultation Evening will be held on Thursday 21st June 2018. It is our expectation that all students attend, together with at least one parent/carer. All students should be in full school uniform. 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 24th May and 10pm Thursday 7th June 2018.
- You may book a maximum of 8 appointments.
- Please visit **http://roundwoodpark.parentseveningsystem.co.uk** to book your appointments. A short guide on how to add appointments is included with this letter. A link to the "parentseveningsystem" 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 21st June 2018.

Yours sincerely

T. Lansdowne

Mr T Lansdowne
Head of Year 7