

25 November 2015

Dear Parent/Carer

Year 10 Parents'/Carers' Evening Wednesday 2 December 2015 - Online Appointment Booking

There will be a meeting for parents/carers of students in Year 10 on Wednesday 2 December from 4:30pm until 7:30pm. This will give you an opportunity to discuss the progress of your son/daughter with subject teachers. Your son/daughter may accompany you to the meeting.

We will be once again using our online appointment booking system for parent/carers' evening. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

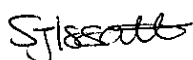
Appointments can be made from Tuesday 17 November and will close on Monday 30 November at 1pm. Should you wish to make any changes after this date please contact the school office. If your child has the same teacher for more than one subject please only make one appointment, teachers' will discuss both subjects at the one appointment. If your child has more than one teacher for a subject then please ask your child which teacher you need to make the appointment with.

Please visit <https://howden.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.) Full information and a link to the above site can be found on our website. Login with the following information:

Student's first name, student's surname and date of birth:

If you do not have access to the internet, please contact Mrs Gill at the school office before the 30 November and between the hours of 8.30am and 4.30pm with the above information, and we will be happy to add appointments on your behalf.

Yours sincerely



Mrs S Issatt
Learning Manager Yr10/11