

4th October 2016

Dear Parent/Carer

Year 10 Parent Consultation Evening - Thursday 17th November 2016,
4.30 pm – 7.30 pm

The Year 10 Parent Consultation Evening will be held on Thursday 17th November 2016. 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 Wednesday 19th October and 10pm Monday 31st October 2016.**
- You may book a maximum of 9 appointments. If you would like to see a member of the Learning Support team – please telephone the Pastoral Office to book an appointment.
- If you have any issues and would like to see Dr Perrett, Head of Year 10, please also telephone Pastoral **after** the 31st October.
- 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 x228. We very much look forward to seeing you on 17th November 2016.

Yours sincerely

Dr A Perrett
Head of Year 10