

Our Ref: 2018/061/Cvr/Eac

15 January 2018

Dear Parent/Carer

### **Year 10 Parents Evening Thursday 25 January - Online Appointment Booking**

I would like to invite you to attend our Year 10 Parents Evening on **Thursday 25 January 2018**. This important evening provides you with an opportunity to meet your child's Learning Tutors of their GCSE and Vocational courses and find out what they should be working on following their recent assessment window. The next assessment window will start 11 June 2018.

The Academy has introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with Learning Tutors and you will receive an email confirming your appointments. We are confident this will be a worthwhile system and welcome any feedback.

Appointments for the evening can be made on the online appointment system. Please visit <https://famington.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter). The system is live now but will close on Wednesday 24 January, 8.00pm. Should you wish to make any changes after this date please contact the Academy office.

If you do not have access to the internet, please contact Sam Farley, who works in the Academy office, who will be happy to add appointments on your behalf, however this may lead to some inconvenient times being appointed to you.

Please note the 5 minute appointments take place between the hours of 5.00pm and 8.00pm. You do not have to make appointments to see all your child's Learning Tutors, however we have limited the number of appointments you can make. To allow this to happen, you can only make an appointment to see one of your child's Science teachers who will speak on behalf of all three Science disciplines. The Science teacher has already been assigned in advance and you will see who it is when you log in to make your appointments.

Also available on this evening is Mrs Rudd (the Academy's careers advisor), a representative from the Sixth Form Centre and members of the Academy's Learning Support Team. You can make appointments with Mrs Rudd by selecting PSHE. You can make appointments with a Learning Support Team (Mrs Burrows) by selecting Year 10. Furthermore, Mrs Robson, the Head of School, is available all evening to answer any queries you may have.

We look forward to seeing you on Thursday 25 January.

Yours sincerely



**Dr S D Beach**  
**Assistant Principal**