



16 December 2022

Dear Parents/Carers

**Year 11 Parents' Evening – Thursday 19 January 2023**

The Year 11 parents' evening will take place on Thursday 19 January 2023 from 4.30pm to 7.30pm. This event will enable students and their parents/carers the opportunity to speak to each of their subject teachers to discuss their current progress and next steps in their academic journey.

Appointments will be conducted by 'video calls' via EduLink One. Each appointment will be kept to a strict 5-minute limit to ensure that everybody has the opportunity to speak to their respective teachers.

- Please book a single 5-minute appointment with each subject teacher.
- EduLink One will be open for appointment bookings from 6pm on Thursday 12 January 2023 and will close at 6pm on Tuesday 17 January 2023. Unfortunately, appointments will not be able to be made outside of these times.
- Teachers will connect with the login of the parent who booked the appointments.

On parents' evening, please ensure:

- You are logged in to EduLink One in time for your first appointment.
- Go to the Parents Evening icon and then click on the 'start appointments' button.
- Remember to have your camera and microphone selected.

Please note that EduLink One controls the timings for each appointment and not the teachers. A timer will appear on the screen and will auto-disconnect at the end of the time slot.

Please do take this opportunity to meet the subject teachers as the role of the parent/carer over the coming months will be a critical reason for the success of your son/daughter.

We look forward to speaking to you at Parents' Evening.

Yours sincerely

Mr A Shields  
Deputy Headteacher