



Thursday 26 September 2024

Dear Parent/Carer

Year 13 Parents' Evening – Thursday 17th October 2024

Year 13 Parents' Evening will take place on Thursday 17th October 2024 from 4.30pm to 7.30pm. This event will give students and their parent/carer 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' using EduLink One. Each appointment will be kept to a strict 8-minute limit, to ensure that everybody has the opportunity to speak to their respective teachers.

- Please book a single 8-minute appointment with each subject teacher using your parent EduLink One log in.
- EduLink One will be open for appointment bookings from 6pm on Thursday 10th October 2024 and will close at 6pm on Tuesday 15th October 2024. Unfortunately, appointments cannot be made outside of these times.
- Teachers will connect with the login of the parent that booked the appointment.

On the day, please ensure:

- You are logged in to your parent EduLink One in time for your first appointment.
- You go to the Parents' Evening icon and click on the 'start appointments' button.
- You 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 each 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 critical to the success of your child.

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

Yours sincerely

Mr A Shields
Deputy Headteacher