



6th March 2019

Online Appointment Booking System

Year 10 Parents Evening - Tuesday 19th March 2019 – 4.00pm to 6.30pm

Dear Parent/Carer,

I would like to invite you to attend our Year 10 Parents Evening that will be taking place on Tuesday 19th March 2019 between 4.00pm and 6.30pm. This is an important evening and provides you with an opportunity to meet with each of your child's subject teachers to discuss their current progress and any intervention strategies that will maximise opportunities for success and help support them in the lead up to the 2019 GCSE English Language examination and in turn, the 2020 summer examinations at the end of Year 11.

The school has introduced a new, user-friendly, online appointment booking system. This allows you to manage and book your own appointment times with teachers.

Appointments can be made from 10:00am on Tuesday 5th March 2019 and will close at midnight on Sunday 17th March 2019. Should you wish to make any changes after the booking system has closed please contact the school reception so that we can assist you with any changes or queries.

Please visit <https://www.stj catholic.parentseveningsystem.co.uk> to book your appointments. Please note that appointments are five minutes in duration.

You will be able to log into the system with the following information:

- Student's First Name
- Student's Surname
- Date of Birth

If you are unable to attend this event, we would request that you access the website, log in following the same procedure and select the non-attendance option. If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

With regret, my personal availability to discuss any broader, non-subject specific matters regarding your child will be limited at this event. This is because I teach maths to many Year 10 students and related appointments will take priority. However, Miss Rooke, the Year 10 Pastoral Manager and members of the school's senior leadership team with whom I work very closely, will be available if required. Alternatively, if you would like to arrange a separate meeting or phone call with me to discuss broader matters regarding your child's progress, then please email Miss Rooke at hrooke@stj.kent.sch.uk to arrange a mutually convenient time.

Thank you in advance for your support. The school looks forward to welcoming you on March 19th.

Yours faithfully

Michael Murray
Head of Year 10