

Headteacher: Mr Chay Davis
Deputy Headteacher: Miss Karen Athawes
Deputy Headteacher: Mrs Lisa Fraser

KA/MH

12 February 2019

Dear Parent/Carer

Year 11 Parents' Evening Thursday 14th March 2019 - Online Appointment Booking

I would like to invite you to attend our Parents' Evening on **Thursday 14th March 2019**. (*This is an important evening and provides you with an opportunity to meet with your child's subject teacher to discuss their current attainment and progress*).

The school continues to use an online appointment booking system, as this allows you to choose your own appointment times with your child's teachers. I would request that appointments are with 'Subject Teachers' only and not Form Tutors. You will receive an email confirming your appointments, which can be printed off to act as a hard copy appointment sheet.

Appointments can be made from **Monday 11th February 2019** and will close on **Thursday 14th March 2019 at 2.00pm**. Should you wish to make any changes after this date please contact the school office on 387300.

Please visit <https://ercallwood.parentseveningsystem.co.uk> to book your appointments. Login with the following information:

Student's First Name:	Forename
Student's Surname:	Surname
Tutor Group:	Form (<i>Please note the Tutor Group must be in Short Form – 11Y, 11R</i>)

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Yours sincerely



Miss K. Athawes
Deputy Headteacher

