



Tadcaster Grammar School

*'A Culture of Excellence'*

29 January 2019

Dear Parents

**Year 12 Parents' Evening – Wednesday 13 February 2019**

I would like to invite you to attend a Parents' Evening on Wednesday 13 February, when you will have the opportunity to talk with your child's teachers. The Parents' Evening will involve online appointment bookings, enabling you to reserve specific time-slots with teachers. As a parent you will need to log onto the Parents' Evening booking system which can be found via the school website and enter the following information.

Student's First Name:

Student's Surname:

Student's Date of Birth:

Once you have logged on you will be able to book appointments with staff who teach your child. On completion of your appointment bookings you will receive an email confirmation with the time and appointment details which you can print off, or just write down the appointments you have made. You are able to add additional appointments or edit previous appointments you have made should you wish to do so.

If you would like an additional appointment with myself and Mrs Gadsby to talk through other issues regarding Sixth Form, please ask your child to sign up to a time on the sheet available in the Sixth Form.

The booking period opens on **Monday 4 February 2019 at 6pm** and will close on **Monday 11 February at 12noon**. In order for teachers to prepare, please make your appointments at your earliest convenience.

If you do not have internet access or need assistance in making these appointments please contact the School Office on 01937 833466.

Staff will be seated in faculty groups i.e. English, Science etc, and will be based in the Main Hall. Your child is strongly encouraged to accompany you on the evening. Please 'sign in' in the Main Hall on arrival.

Yours sincerely

Mrs R Knapton  
Assistant Headteacher: Director of Sixth Form

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