

# Kingsmead

CARE

ASPIRATION


RESPECT

DETERMINATION

Headteacher: Mark Griffin

Wiveliscombe, Taunton, Somerset TA4 2NE

 [contact@kingsmead-school.com](mailto:contact@kingsmead-school.com)

 01984 623483

[www.kingsmead-school.com](http://www.kingsmead-school.com)

June 2018

Dear Parent/Carer

## Year 7 Subject Parents Evening on Thursday 28th June 2018 - Online Appointment Booking

I would like to invite you and your child to attend our Year 7 subject Parents' Evening on **Thursday 28<sup>th</sup> June 2018** between 4.30pm and 7.30pm in the South Block & East Block Hall. Please let us know in advance if you require lift access as some appointments will be upstairs.

This is an important evening and provides you with an opportunity to meet with your child's subject teacher to discuss their academic progress.

We appreciate not everyone will be able to attend or indeed, feel the need to do so, but please do not hesitate to contact us at any time if you have any concerns.

Appointments can be made from Thursday 14<sup>th</sup> June 2018 at 6.00pm and will close on Wednesday 27<sup>th</sup> June 2018 at 10.00pm. **There will not be an opportunity to make appointments after this date.** The maximum number of appointments which can be made is **8**. Each appointment will last for **5** minutes.

We use an online booking system for parents to make appointments. Please visit [www.kingsmead-school.com](http://www.kingsmead-school.com) and click on the icon (parents' evening) to book your appointment. (A guide on how to add appointments is attached to this letter). Login with the following information:

Student's First Name:

Student's Surname:

Date of Birth:

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

If you wish to meet with staff from the Games department, please book with the staff member who appears on your booking screen (this may not be your child's teacher, but Games staff will be available during the evening)

Please leave a message on the 'waiting list' on the online booking system to request a phone call from Mrs Phillips or Mr Green (Leader of Learning and Assistant Leader of Learning – Mathematics) if you have a query regarding your child's progress if they are taught by Miss Martin.

Yours faithfully



**Ross Porter**  
**Assistant Headteacher**  
**Establishment Phase**