

Kingsmead

CARE

ASPIRATION


RESPECT

DETERMINATION

Headteacher: Mark Griffin

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Dear Parent/Carer

May 2019

Year 9 Subject Parents' Evening – Thursday 16th May - Online Appointment Booking

We would like to invite you and your child to attend our Year 9 Parents' Evening on **Thursday 16th May** between 4.30pm and 7.30pm in the South Block and East Block. Please let us know in advance if you require lift access as some appointments will be upstairs. Parking will be available on the tennis courts.

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

Appointments can be made from **Friday 3rd May at 6.00pm** and will close on Wednesday 16th May at 10.00pm. Appointments are with subject teachers only and are for 5 minutes. You can make a maximum of 8 appointments. Should you wish to make any changes after this date please contact the school office. There will not be an opportunity to make appointments after this date.

We use an online booking system for parents to make appointments.

Please visit www.kingsmead-school.com and click on the *parents' evening* booking icon to book your appointment. (A short guide on how to add appointments is enclosed).

Login with the following information:

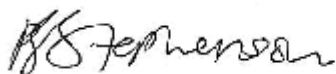
Student's First Name:

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.

Yours faithfully



Polly Stephenson
Assistant Headteacher



John Norman
Leader of Student Support – Year 9