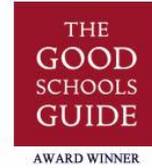




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January 2019

Dear Parent/Carer

### **Year 9 Parents' Evening – Thursday 7<sup>th</sup> February 2019**

You are warmly invited to attend this year's parents' evening on the above date from 4.00pm-7.00pm. This is an important occasion which will allow you to discuss your child's progress with their subject teachers.

The evening will be run on an appointment system. The school is trialling a new online system for making appointments. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. We feel this will be an improvement to the previous system.

Appointments can be made from Thursday 24<sup>th</sup> January and will close on Wednesday 6<sup>th</sup> February 2019. Should you wish to make any changes after this date please contact the year 9 office.

Please visit <https://sackville.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.) To login you will need the following information:

Your name  
Student's first name  
Student's surname  
Student's date of birth

If you also have a child in year 8, 10 or the sixth form and have used the system already, you will have a log in.

If you do not have access to the internet, please contact the year 9 office who will be happy to add appointments on your behalf.

Throughout the evening Mr P Street, Deputy Headteacher, and Mrs Newcomb, Year Assistant, will be available in addition to myself if you require a more general discussion.

Unfortunately, due to space limitations and the busy nature of the meeting we would ask, if possible, that siblings are not brought along to the consultation evening. If this is unavoidable, we would be grateful for children being closely monitored at all times. Year 9 students are expected to attend the interviews.

If you are planning to travel by car, we would appreciate you parking in the school's lower car park.

I look forward to welcoming you on the evening.

Yours sincerely

Mrs G Sands  
**Leader of Year 9**

