

November 2024



Dear Parent/carer

### Year 11 Parents' Evening

We are pleased to invite you to the Year 11 parents' evening on Thursday 12<sup>th</sup> December, which will be held in our Lancaster building. During this event, you will have the opportunity to discuss your child's progress with subject staff and their form tutor. The head of learning, assistant head of learning and Year 11 guidance leader will also be in attendance.

Meeting slots will be 5-minutes long and available from 5pm and run until 7.30pm. Should you have longer topics for discussion, we would ask that these are arranged for a later date so to ensure that appointment slots on the night do not overrun. Should you wish to talk with a member of the Year 11 team, both Mr Hunt and Ms Latunji Jones will be available in the sixth form area between 6pm and 6.30pm.

We will be using our online booking system for parents to book their own teacher appointments. To start booking, you will need to create an account on the following website: <https://uhsbooking.parentseveningsystem.co.uk>.

**Appointment slots will go live at 8.30am on Wednesday 4<sup>th</sup> December and close at 4pm on Tuesday 10<sup>th</sup> December.**

We have included a 'how to guide' with this letter, which explains exactly how the system works and how you can make appointments. If you experience any difficulties, please do not hesitate to contact the school.

Since it is vital that problems relating to subjects or homework are fully resolved as soon as possible, please bring your child with you, so that they can benefit from the evening's discussions. **This is an important school function and therefore all students attending the evening with their parents must be wearing their full school uniform.**

Finally, we would like to inform you that unfortunately, we are no longer able to provide on-site parking for any school events. This is due to the new layout and features of the school playground. If you hold a disabled parking permit, you are welcome to use our staff carpark for school events. Please email [parents@uhs.org.uk](mailto:parents@uhs.org.uk) with your registration plate and the event you are attending, so that we can log this on our system.

We look forward to meeting you at the event and working with you throughout the year to ensure the students attain the success that they deserve. If you have any queries regarding the evening, please feel free to contact your child's form tutor.

Yours sincerely

**R Hunt**  
Assistant Principal

**F Latunji Jones**  
Head of Learning – Year 11

POSITIVE • RESPECTFUL • OPEN MINDED • UNIQUE • DETERMINED

Principal: Louisa Seymour BEd

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