

16th December 2021

Dear parent/carer

**Year 10 Virtual Parents Evening, Thursday 27th January 2022  
Online Appointment Booking Information**

I would like to invite you to attend our Year 10 Parents Evening on Thursday 27th January 2022. As part of the school's ongoing response to Covid-19, appointments will be accessed online. Parents evening provides an essential opportunity for parents and carers to discuss specific subjects with their subject teachers, focusing on improving children's progress and attainment.

Parents and carers will be able to book appointments with teachers online. The appointment booking window will be available from **Monday 20th December 2021** until Midnight on **Wednesday 26th January 2022**. Should you wish to make any changes after this date, please contact the school office. Please be aware that it is in the interest of parents to access the booking system early as appointments do fill up quickly. Please note that for triple science appointments, one member of teaching staff will be allocated to discuss your child's progress in all three science subjects.

All appointments will be 5 minutes per subject.

**How to book appointments**

Appointments can be accessed by inputting the following address into your web browser (not Google search) <https://frederickgentschool.parenteveningsystem.co.uk>. For your convenience, a short guide on how to make appointments is enclosed.

**Accessing the virtual Parents Evening**

On the day of the virtual Parents' Evening, log in using the web address (see above) or alternatively click the link that is on the bottom of your appointment confirmation email. Please find a guidance booklet enclosed with this letter.

Should you have any concerns regarding your ability to access the virtual appointments, please contact Mrs T Jenkinson [Tracie.jenkinson@frederickgent.ttct.co.uk](mailto:Tracie.jenkinson@frederickgent.ttct.co.uk), as soon as possible so that we can make alternative arrangements.

We look forward to seeing you.

Yours sincerely



C Sutcliffe (Mr)  
Achievement Leader for Year 10