



**HEDINGHAM SCHOOL
AND SIXTH FORM**
ACHIEVEMENT & EXCELLENCE

12 November 2024

Official Sensitive

Dear Parent/Guardian

Year 10 Parents' Evening – Thursday 21 November 2024

We would like to invite you to our face-to-face Year 10 Parents' Evening. This will be held at Hedingham School on Thursday 21 November from 16:00 until 19:00. To book appointments, please use our Parents' Evening booking system (details shown below). Each booked appointment will last 5 minutes with a 1-minute gap between appointments to allow you to travel to your next appointment. A map of the planned layout for Parents' Evening will be available on the evening to help you navigate around your appointments. We kindly ask all attendees to sign in and out at the visitor reception as you arrive/leave.

Parents' Evenings are a great opportunity to have a live dialogue about student progress and to ascertain how they have settled into their Key Stage 4 courses. Where possible, we would encourage you to bring your child along to the evening, as appointments can be extremely impactful when students see teachers and parents working together to help them achieve their academic goals.

Booking Appointments

The booking system will go 'live' from 06:00 on Friday 15 November.

- Browse to hedingham.parentseveningsystem.co.uk
- Enter your details with email address and your child's details (please use your child's preferred forename and surname).
- Press the "Log in" button and follow the instructions.
- You will be able to manually select the teachers/subjects you wish to have appointments with.
- Once you have completed the process, a confirmation email will be sent to you and you will be able to print the appointment times chosen.

If you have any further questions or issues surrounding Parents' Evening, please ring the school and they will direct your query to the relevant person.

We look forward to seeing you next week.

Yours sincerely

Mr R Daniels
Assistant Headteacher

Headteacher • Paul Finch BSc (Hons) PGCE NPQH

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