

**Official Sensitive**

13 March 2025

Dear Parent/Guardian

**Year 9 Parents’ Evening (Face to Face) – Thursday 20 March 2025**

We will be shortly inviting you to make bookings for our upcoming Year 9 Parents’ Evening on Thursday 20 March. Parents’ Evenings are a great opportunity to speak to your child’s subject teachers to get an insight into their overall progress in their respective subjects and to learn about the different topics currently being studied. Additionally, this is an important time for Year 9 students as they progress through their guided choice (options) process, and you/they will likely have questions for their respective subject teachers about the different course options available for Key Stage 4 study. This is an important time for students and getting their options right is important to ensure students are studying a course of programmes which best suit their interests, and their skill sets and future career aspirations.

This evening will run on Thursday 20 March starting at 4.00pm and finishing at 7.00pm and will be carried out face to face at Hedingham School. The booking system will go live for bookings from 12.00pm on Friday 14 March and will close for bookings at 6.00am on Thursday 20 March. Each appointment will last 5-minutes with a 1-minute gap between appointments.

To book appointments, please follow the below instructions:

* Browse to [hedingham.parentseveningsystem.co.uk](https://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
* Manually select the teachers/subjects you wish to have appointments with
* Once you have completed the process, a confirmation email will be sent, and you will be able to print the appointment times chosen

To supplement the Parents’ Evening, Subject Leaders from Business Studies, Media Studies, Child Development and Alternative Education will be available on the evening to provide course information about their subjects at Key Stage 4 and answer any questions you may have.

Yours sincerely

Mr R Daniels

Assistant Headteacher