

The Hemel Hempstead School

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Letter 123

15th February 2019

Dear Parent/Carer

Year 12 Parent Consultation Evening – Thursday 7th March 2019

You are invited to the Year 12 Parent Consultation Evening which will be held on Thursday 7th March in the Hall from 4.30pm until 7pm.

We will be using our online booking system which gives parents the ability to manage their time effectively over the course of the evening. Attached is step by step guidance giving clear instructions how to log on to the system and book appointments. The system will be 'live' and available for appointments from 6pm Monday 25th February and will close at 6pm on Wednesday 6th March. The system may be accessed via <https://hemelschool.parentseveningsystem.co.uk> or via the link on the school website.

In order for the evening to run smoothly, I would request that you leave a five minute gap between appointments. If you do not have access to the internet, please send a note into school, marked for the attention of Mrs Ford, listing the teachers you would like to see and the times you are able to attend. A completed booking sheet will be returned to you in due course.

Please do not hesitate to contact Mrs Ford at the school should you have any issues with this system.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Mr P Bryson'.

Mr P Bryson
Head of Year 12