



Tomlinscote School

February 2024

Dear Parents/Carers

Year 10 Progress Evening – Online Appointment Booking

I would like to invite you to attend our Parents' Evening which will be in the Main Hall and The Beehive on Thursday 7th March 2024, from 3.30pm to 6.45pm.

Staff will make themselves available to parents *by appointment only* within the scheduled 3.30pm to 6.45pm time period. The prime purpose of this evening is to pick up any *concerns* that either you, or teaching staff may have regarding the performance of your child in each subject. ***Please note that students are expected to join this evening with their parents.***

The school uses an intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with subject teachers and you will receive an email confirming your appointments. Appointments can be made between **7pm Wednesday 28th February until 12.00pm on Wednesday 6th March 2024.**

Please visit <https://tomlinscote.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with your details and the following information:

Student's First Name, (*in full, please, e.g. 'Daniel' not 'Dan'*)
Student's Surname
Student's Date of Birth

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Appointments are at intervals of 5 minutes, there will be a gap of 5 minutes between appointments. **You will need to bring a copy of your appointments with you on the evening and it is possible to obtain a print out from the system.**

Due to the sheer number of students we have per year group, it is sometimes not possible for teachers to see every parent. Some teachers teach more than one class and other teachers share a class. Therefore, it may not be possible to see every teacher you wish to. If you do have concerns, you can always request a call back from the teacher at a later time.

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Staff will be seated in alphabetical order and there will be a board in the entrance foyer of the Main Hall to indicate approximate seating position and the names of any absent staff. I would appreciate it if all parents, on entry, would sign in by their child's name on the form lists provided in the Conference Entrance foyer. Space and seating are limited.

We are pleased to confirm that the following post-16 providers will be in attendance at the Year 10 Progress Evening. They will all be based under the mezzanine in The Beehive for both students and families to approach on an informal basis, in between your appointments with staff.

The colleges that are attending are as follows:

- Farnborough 6th Form
- Farnham College (Activate Learning Group)
- Guildford College (Activate Learning Group)
- Merrist Wood (Activate Learning Group)
- Woking College
- Collingwood 6th Form College
- Gordon's 6th Form College

In addition to subject staff, members of the Senior Leadership Team will be available on the evening.

Please be aware that you can purchase blank revision cards from the school to help your child prepare for their exams. These cards are available via ParentPay at a cost of £1 per pack of 100 cards and will be delivered to your child via their form pigeonhole.

Yours sincerely

Mr R Major
Principal