

Dear Parent/Carers,

5 July 2019

End of Year Examination Results and Review of Progress – Monday 15 July 2019

You are invited to attend an Academic Review Day on **Monday 15 July 2019**. The purpose is to enable you to discuss your son's/daughter's examination results, behaviour and attitude to learning with his/her form tutor. During your appointment, you will receive your child's tracker and we will review the progress made by your child over the course of this academic year.

We have introduced an easy to use online appointment booking system. This system allows you to choose your own appointment times, which lasts for **15 minutes**. You should have received an email invitation to allow you to book an appointment. Please note, appointments will be made on a first come first served basis.

If you do not receive your invitation email or there is an issue logging in, then please contact the school office who will be happy to help or add appointments on your behalf. Please see the attached guide on how to make appointments below.

Furthermore, your child will be provided with important resources your child must use over the summer break to ensure they are prepared for the next year of their education.

Year 8 and Year 9 students should aim to study for at least five hours per subject over the summer break, working little and often rather than in a block. It is our expectation that Year 10 students will spend at least eight hours per subject and that Year 12 students spend at least twenty hours per subject.

All students have been set a Reading Challenge which must also be completed. We know that students who read regularly are well informed, have a greater sense of well-being and make excellent progress across all subjects.

All work completed over the summer must be brought into school on Wednesday 4 September 2019. You will receive your appointment time for Wednesday 4 September before the end of the summer term.

We very much look forward to meeting you and your child on this important occasion where we will celebrate your child's achievements to date. Please remind your child that they must attend in full school uniform.

Yours sincerely,

Mr G McKenna
Headteacher

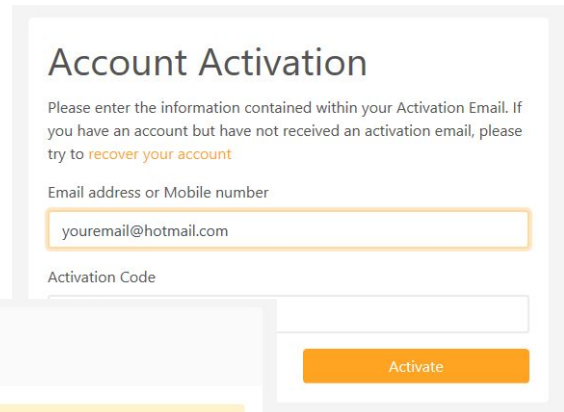
How to book an appointment

Step 1 – Activation Email & Login

Use the link provided in your activation email. This will open your browser to <https://events.schoolbooking.com/>

From here 'Activate' your account and setup a new password.

Saving your new password will take you directly to the Events Dashboard (Step2)

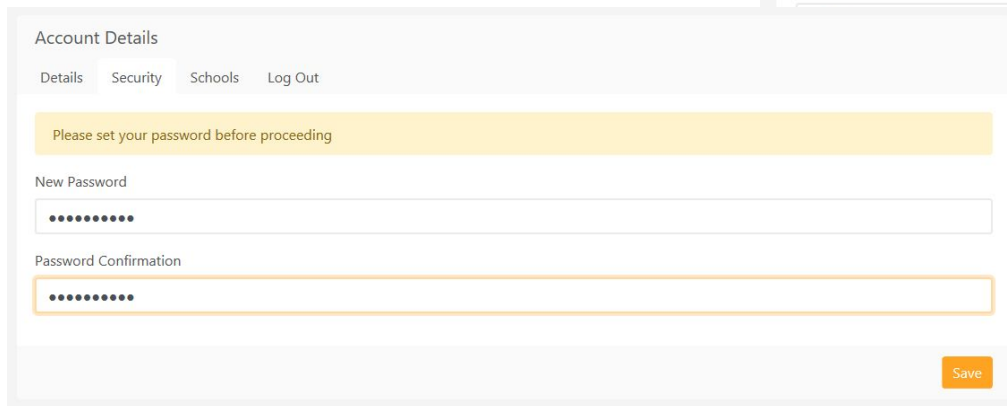


Account Activation

Please enter the information contained within your Activation Email. If you have an account but have not received an activation email, please try to [recover your account](#)

Email address or Mobile number

Activation Code



Account Details

Details Security Schools Log Out

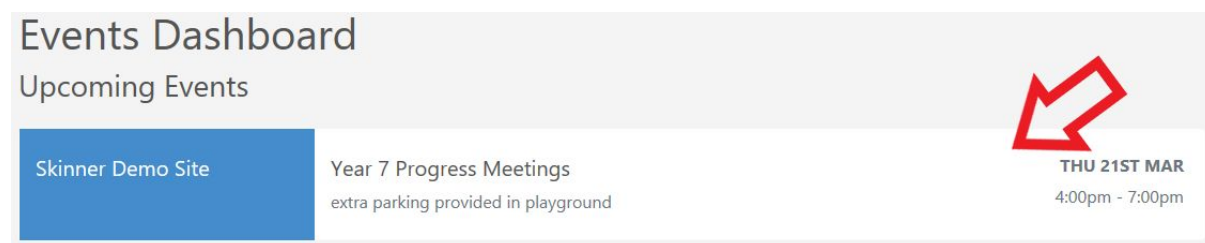
Please set your password before proceeding

New Password

Password Confirmation


Step 2 –

Select the Academic Review Day Event



Events Dashboard

Upcoming Events

Skinner Demo Site	Year 7 Progress Meetings extra parking provided in playground	 THU 21ST MAR 4:00pm - 7:00pm
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Step 3 – Choose your times and print your itinerary

Simply select your child's form class to view the available times. You must only choose ONE slot from ONE of the three session. Finally, **print or email your itinerary** for your records.

You will also receive a reminder email with a copy your itinerary the day before your Parent Meeting.