



13<sup>th</sup> March 2020

Dear Parent/Carer

### Year 7 Parents' Evening

We will be holding our annual Year 7 Parents' Evening on **Thursday 26<sup>th</sup> March 2020** from 3:30pm to 6:30pm.

Subject teachers will be available for a 5 minute consultation from 3:30pm to 6:30pm. Appointments are allocated on a first come, first served basis. Appointment slots are time bound and we endeavour to keep to your allotted time; however there will be opportunities to request follow up conversations or meetings with teaching staff as required. The following member of staff will not be available on the night: Miss E Convery (Science). If you would like your child's teacher to contact you regarding their progress please notify a member of the administration staff at the sign in desk or email the school at [office@garibaldischool.co.uk](mailto:office@garibaldischool.co.uk)

If you are unable to attend the evening and wish to receive information on your child's progress please contact the school on 01623 464220 or email [office@garibaldischool.co.uk](mailto:office@garibaldischool.co.uk)

Appointments can be made by using the online booking system which will open from 8:00am Monday 16<sup>th</sup> March 2020. To access the booking system, please go to the school website [www.garibaldischool.co.uk](http://www.garibaldischool.co.uk) and select the Information tab followed by Parents' Evenings. You can also find full video tutorials on how to use the booking system in this section of the website. You will be given the option of making your own appointments or alternatively click on **automated booking** and all your appointments will be made for you. For your information all core subjects: English, Maths and Science will be located in the main hall.

To login to the booking system you will need to enter:

- Your title and surname
- Your child's legal first name and legal surname
- Your child's date of birth
- Your email address (optional – this is used to confirm your appointment)

The online booking system uses the data that we have recorded on our database. If you are unable to login, it may be that our records need updating. If you have difficulty using the online booking system or are unable to book online, please email [office@garibaldischool.co.uk](mailto:office@garibaldischool.co.uk) or telephone 01623 464220.

Yours faithfully

*M Dawson*

Mr M Dawson  
Deputy Head of School