



# DARTON COLLEGE

Kate Davies NPQH MEd NLE  
Principal

Thursday 5<sup>th</sup> January 2017

Dear Parent/Carer

## **Year 11 Parents' Evening - Online Appointment Booking**

I would like to invite you to attend our Year 11 Parents' Evening running on Wednesday 18<sup>th</sup> January 2017, 4.30pm - 7.30pm.

Appointments can be made via our online booking system, which will be open this evening from 8.00pm. This will close at 11.55pm on Tuesday 17<sup>th</sup> January. Should you wish to make any changes after this date, please do not hesitate to contact us.

Having listened to feedback from previous Parents' Evenings we want to give you the best opportunity to see as many of our staff as possible. We have reduced the original appointment times from 5 minutes to 4 minutes so that we can accommodate more parents. Whilst this will give us additional capacity, it may still not be possible to see all staff due to the number of learners. If this occurs please contact Mr Cairns to organise additional communication on your child's progress in that particular subject area.

Please visit: <https://dartoncollege.parentseveningsystem.co.uk> to book your appointments.

Please note that you will be required to type the above address into the toolbar at the top of the page in your internet browser and not in the search engine box. A short guide on how to book appointments is enclosed with this letter.

### **Log in with the following information:**

Learner's First Name: (preferred first name)

Learner's Surname: (preferred surname)

Date of Birth: E.g. (26/11/2000)

Should you have any problems booking appointments or require further assistance, please contact us and we will be happy to guide you through the process.

We look forward to meeting with you to discuss your child's progress.

Yours Sincerely

**Kate Davies**

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