

13 January 2020

Dear Year 11 Parent/Carer,

### Year 11 Parents' Consultation Evening – Tuesday 21 January 2020

Year 11 Parents' Consultation Evening will take place from 4.30 - 7.30pm on Tuesday 21 January. Please make every effort to attend as the evening provides an excellent opportunity for you and your child to meet with their subject teachers to discuss their progress and create targets to further their successes in each subject.

We will be using the e-praise on-line booking system for the evening. You are able to log on to e-praise on a computer with your own details or, alternatively, with those of your child. If you go to Community, then Parents Evening and click on the Year 11 Parents' Consultation Evening box. Booking appointments should then be straightforward. Unfortunately, the Parents' Evening booking facility is not yet available on the e-praise app.

If you have any difficulties accessing the system please email [data@hws.haringey.sch.uk](mailto:data@hws.haringey.sch.uk). Appointment booking has been scheduled to open from the evening of **Tuesday 14 January 2020**.

Please try and book appointments with as many of your child's teachers as you can, however, please do not book a session with your child's PE teacher unless they are taking PE GCSE.

As usual appointments will be on a first come, first served basis though the school will be contacting some families in advance to pre-book a few slots. Should a teacher become fully booked parents/carers will need to request feedback via telephone or email. This can be done by contacting members of staff directly, your child's form tutor or Head of House.

The evening will be spread across various classrooms around the school, it is therefore important to allow a 3-minute slot between meetings. A location list of staff will be available at the Wren entrance for collection on arrival. You will **need to sign in upon arrival** so please ensure you arrive with enough time before your first appointment. Appointments are scheduled in 3 minute intervals to allow for those teachers with multiple classes to see as many parents as possible but for the majority of classes appointments will fill a "double slot" of 5 or 6 minutes.

Thank you for your ongoing support. We look forward to seeing you on the evening.

Yours faithfully



Mr A Hartley  
**Assistant Headteacher – KS4**

Highgate Wood School Student Council supports individual action to address the issues of Climate Change and promotes the United Nations top 10 recommendations.



5-minute showers



Drive less



Lights off



Local produce



Recycle



Meat-free meals



Zero-waste fashion



Unplug



Refill and reuse



Bring your own bag