



# Archbishop Tenison's

CHURCH OF ENGLAND HIGH SCHOOL

15 November 2024

Dear Parents and Carers

**Year 11, 12 and 13 Parents' Evenings – Wednesday, 27<sup>th</sup> November and 11<sup>th</sup> December 2024**  
**Please note Change to Booking System – Now via Edulink**

The purpose of a Parents' Evening is to learn about your child's academic progress so far, and how to best support them with improving and making the best choices for their next steps.

Given how vitally important this time of year is for exam year groups, we are holding two Parents' Evenings before Christmas. This should allow you to see all of your child's subject teachers and receive good quality feedback.

**Year 11 Parents and Carers** - we advise that you to book across the two evenings in order to allow yourselves time to see all subject teachers.

**Year 12 and 13 Parents and Carers** - you can of course choose one evening, as there are less subject teachers to see.

A map with teacher locations is also included in order to help you plan your meetings as efficiently as possible.

Appointments are only five minutes long; we recommend you focus on the academic progress of your child with each subject teacher. Travel time between each appointment is needed and we recommend the ideal booking pattern would be a five-minute gap to move between subject teacher and for you to absorb information. A sheet will be provided on the day for you to make notes, to support you with this. If you wish to speak about something in more depth, then please contact your child's Form Tutor or Head of Year to arrange this.

Appointments should be made via the Edulink appointment booking system, which allows you to choose your own appointment times with the subject teachers who you wish to meet with. Where a member of staff wishes to see a parent or carer of a specific pupil, they will manually make the appointment.

If you feel you may require assistance due to mobility issues, then please do contact your child's Head of Year so that they can assist you.

You will be able to book appointments with subject teachers, via Edulink between **8pm on Monday, 18<sup>th</sup> November until 9am Wednesday, 27<sup>th</sup> November**, when bookings will pause and reopen at **8pm on Wednesday, 27<sup>th</sup> November until 1am on Wednesday, 11<sup>th</sup> December**. Please make sure you have either downloaded the Edulink app or opened it via the browser and login as usual to access bookings. Find out how to access Parents' Evening via Edulink via the following link: [Edulink](#) (page 26 Parent Guide to Parents Evening).

Please ensure that you are punctual to each appointment and have any questions you may have ready.

Yours sincerely

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Mr Winter

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