

Our ref: SZW/jm

9th November 2017

«Parental_addressee»

«AddressBlock»

Dear «Parental_Salutation»,

Year 9 Parents' Evening - Online Appointment Booking

I would like to invite you to attend our Year 9 Parents' Evening on Thursday 23rd November 2017 between 4.00pm and 7.00pm. This is an important evening and provides you with an opportunity to meet with your child's subject teachers so you can receive subject specific feedback.

The college uses an easy online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from Sunday 12th November 2017 and the booking system will close on Wednesday 22nd November 2017. Should you wish to make any changes after this date please contact the school office.

Please visit <https://kingsthorpecollege.parentseveningsystem.co.uk/> or go to the college website to access the online booking system to book your appointments. Login with the following information:

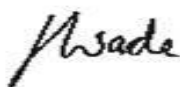
Student's First Name: «Forename»

Student's Surname: «Surname»

DOB: «DOB»

If you do not have access to the internet, please contact the school office who will be happy to help you. Alternatively ask your child to get a booking sheet from Student Services and then they can contact their teachers personally to book an appointment.

Yours Sincerely



Mr S Wade
Deputy Headteacher