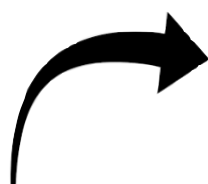





PARENTS' EVENING - HOW TO BOOK APPOINTMENTS

what the appointment sheet looks like



 Appointments for Year 7 Parents' Evening
Thursday 10th November 2022

Name: _____

<i>Time:</i>	<i>Teacher + Subject</i>	<i>Time:</i>	<i>Teacher + Subject</i>
4.00		5.30	
4.05		5.35	
4.10		5.40	
4.15		5.45	
4.20		5.50	
4.25		5.55	
4.30		6.00	
4.35		6.05	
4.40		6.10	
4.45		6.15	
4.50		6.20	
4.55		6.25	
5.00		6.30	
5.05		6.35	
5.10		6.40	

How to book appointments:

- Discuss with parents/carers what time they will arrive at parents' evening
- Collect your appointment sheet from your team tutor on Monday 31st October
- Make sure your name and team are written on it
- Ask your teachers for an appointment when you are in lesson with them
- Your teachers are really keen to meet your parents, so make as many appointments as you can

Top tips:

- Do not lose your sheet, or you will lose the appointment times
- Try to book appointments close together if possible, to avoid long waits for parents
- Do not let parents wander off on the evening, as they might get lost!