



From Second Master: David Dawswell

17 January 2020

Dear Parent,

Parents' Evening for parents of Third Years  
on Thursday 13 February 2020,  
5.30 – 8.30pm

Parents of boys in the third year are warmly invited to the School to discuss with the staff their sons' progress. Interviews will start at 5.30pm. At 7.00pm the Headmaster will address parents in the Amey Theatre. Interviews will resume at 7.35pm. A light buffet and coffee, provided by the school caterer will be available from 5.30-8.00pm in the Café.

There will be space for you to wait between appointments in part of the **Sixth Form Centre**, on the ground floor of Beech Court.

**Badges will be given out in the entrance foyer of Beech Court.**

Your sons will ask you for the names of teachers with whom you wish to book an appointment which should last for a maximum of five minutes. It is, of course, vital that you do not over-run your time. Should a more detailed interview be necessary, then please arrange one at a more convenient time with the member of staff concerned. The Headmaster will be available by appointment through his PA, [victoria.adams@abingdon.org.uk](mailto:victoria.adams@abingdon.org.uk), and he will also be in the Café in the middle of the evening.

Your sons will be the active agents in booking appointments; they themselves will not be with you for the evening. They will be given a sheet a week before the Parents' Evening on which teachers will write their names against times, together with the rooms in which they can be found. Your sons will be told to allow gaps between appointments, to allow time to move between venues and so help ensure appointments run to time. Occasionally boys are absent during the week when most appointments are booked. If this happens, parents should contact their son's tutor, to see if he can arrange some interviews for that evening.

Parents of boarders are of course very welcome, but we understand that it may not be possible for you to attend if you have to travel long distances. We are happy to arrange meetings with teachers at different times of the year if you are visiting Abingdon. If you want to ask about this or other opportunities for feedback on your son's progress please speak to his Housemaster or Tutor in the first instance.

Interviews will be situated, by departments, in rooms in **Greening Court and Beech Court**. Maps will be available. Parents who are waiting for interview are asked to wait outside the rooms, except in the case of the library. Chairs will be provided and doors left open so that

Abingdon School, Park Road, Abingdon, Oxfordshire, OX14 1DE

Tel: +44 (0)1235 521563

Fax: +44 (0)1235 849079

[www.abingdon.org.uk](http://www.abingdon.org.uk)

you can see at a glance whether or not a teacher is occupied. (It is sometimes possible, in emergencies only, to improvise an appointment on the spot, if both you and the teacher are free, but please do not allow this to run into someone else's appointment time, or the schedule will fall behind.) **All rooms above the ground floor are now wheelchair-accessible by the lift located in Beech Court. Level access to G101 to G106 is via the courtyard under the Colonnade.**

**Please bring your appointments schedule with you to the Parents' Evening, as your son will not be with you.**

It **may** be possible to park on Upper Field, if the ground is sufficiently hard. Cars should not be parked on Park Road or Park Crescent as there is a risk of a parking ticket and current fine of £100. If there is no space within the school grounds you may need to go further afield. The town's multi-storey carpark is not far from the pedestrian traffic lights between the end of Park Road and the town centre. There is a charge for using this carpark between 8am and 6pm Monday to Saturday. Free parking is available on levels one and two after 6pm. Please note that levels three and above are locked at 7.30pm and are not re-opened until 7am. There is a release fee.

Yours sincerely

David Dawswell - Second Master  
[david.dawswell@abingdon.org.uk](mailto:david.dawswell@abingdon.org.uk)  
01235 849072