



From: Second Master, David Dawswell

10 November 2022

Dear Parent

**Parents' Evening for Lower Sixth on
Monday 12 December**
(and Tuesday 13 December overflow night for teachers
with 2 sets in the yeargroup),
6.30 – 8.30pm

Parents of students in the lower sixth year are warmly invited to discuss with staff their child's progress, via our online application "Parents' Evening System".

The appointment system will be open for bookings at 7pm on Monday 5 December and a reminder email will be sent from school. You are welcome to book appointments with your child's **subject teachers** on a first come, first served basis. Please see the following guide for booking appointments: [Parents' Evening System](#) - *please note that this system uses a student's 'Preferred' name, e.g. 'Bertie' rather than 'Albert'*. As usual, if issues arise which you would like to discuss with your child's tutor, please contact them by email to arrange a time to talk.

Like many schools, appointments will be all on **one** main night only. However, **when a teacher has 2 or more sets in that year group**, bookings will be allowed to overflow into a second night in order to maximise the opportunity for parents to speak to the teacher.

The nominal time of the first evening is 6.30pm to 8.30pm, but some staff may offer earlier and/or later appointments. For the second night there will usually be fewer appointments available, as the majority will have been done the previous night. Here is the list of teachers who are needing to offer a **second night (Tuesday 13 December)**:

Biology:	Christina Gallivan
Chemistry:	Richard Fisher, Michael Frampton, Kate Ley, Mike Litchfield, Ian Middleton
Design Technology:	Dan Hughes, Mark Johnson
Economics/ Business:	Dean Evans, Tony Gray, Simon Grills, Laura Haar, Adam Hepworth, Callum Richardson
Geography:	Amy Donnelly, Nick O'Doherty, Richard Pygott
Maths:	Nick Ball, Cath Muller, Martin Poon, Behnoosh Sabah, Jason Taylor
Philosophy:	Natalie Spurling-Holt
Physics:	Melissa Benbow, Chris Hack, Dan Mason, Kevin Magee, Alice Perry, Matthew Willoughby
Psychology:	Elizabeth Guinney, Lucinda Powell

In general, most staff will only need one night to cover all their pupils.

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Staff who are caring for young children on their own may not have full availability and will endeavour to make alternative arrangements where necessary. Thank you for your understanding. Please email them.

We understand that many parents of our international boarders may be unable to make appointments at those times due to the time difference. Please can those parents liaise with their child's teachers to find appointment times during the school day that would work better for them.

On the evening(s), all video conversations will take place via the Parents' Evening System application. Please [log into the system](#) on the evening and you will automatically be moved between teachers as per your scheduled 7 minute appointments. More information on using the system for the evening can be found [here](#). It is possible for families to be in multiple venues, yet all be part of the same conversation with the teacher - please find information on how to add another parent/guardian to the appointments [here](#). If a more detailed interview is necessary, then please arrange one at a more convenient time with the member of staff concerned.

If you have any technical difficulties during booking, please contact is@abingdon.org.uk.

To set the scene for the forthcoming parents' evenings, there is a webinar on Thursday 8 December at 7pm. We would ask parents to attend, or listen to the recording which will be sent round to them. You will be sent an invitation to the webinar.

If you would like to meet with Mr Triff, Head of Career Guidance and Coordinator of Non-UK University Applications, please [complete this form](#) no later than 9:00am on Monday 28 November. By completing this form, you will be able to book an appointment with Mr Triff through the Parents' Evening Online Booking System. If you don't complete this form, Mr Triff's name will not appear in your booking system account, and, therefore, you will not be able to book an appointment with him.

Yours sincerely

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