



ABINGDON

From: Second Master, David Dawswell

11 January 2023

Dear Parent

**Parents' Evening for Fifth Years on
Monday 6 February**
(and Tuesday 7 February overflow night for teachers
with 2 sets in the yeargroup),
6.30 – 8.30pm
Parents' Evening Webinar is on Thursday 2 February, 7pm

Parents of students in the fifth 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 30 January 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 may need to offer a **second night (Tuesday 7 February)**:

Biology:	Simon Bliss, Richard Taylor
Chemistry:	Rebecca Binnington, David Border, Richard Fisher Mark Simpson
Computer Science:	Jason Taylor
English:	Matthew Coolin, Rena Papadopoulos, Emma Williamson
History:	David McGill
Modern Languages:	Victoria Middleton, Sarah-Jane Poole
Physics & Electronics:	Lawrence Barber, John Brooks, Alice Perry

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

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.

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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 5 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.

In many cases, students join their parents, as happened for the fourth year parents' evening. The meetings are a good opportunity for dialogue about progress so far, and for discussion about choices for the next academic year. Parents may feel it necessary to have a private word with a member of staff, and so come to the decision that their child will not attend the evening. If, however, they attend, we would discourage you from sending them away, even temporarily. Parents are encouraged to continue the conversation by contacting the teacher by phone or e-mail. We would hope that students can be included in nearly all discussions. The fifth years will have been told to expect that comments may be "robust", as we think it important everyone develops a clear vision of the current situation and possible future prospects.

To set the scene for the following parents' evenings, there is a webinar on Thursday 2 February at 7pm. We would ask parents to attend, or listen to the recording which will be sent round to them. Andrew Crisp will send you an invitation to the webinar.

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

*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 30 January**. 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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