

October 2018

Dear Parent/Carer

Re: Parent/Tutor Afternoon/Evening: 7th November 2018 – 2.00 - 3.30 and 4.00 - 6.30pm

This is an important afternoon/evening for you to meet with your son's/daughter's tutor and discuss their progress so far this term.

The purpose of the meeting will depend upon the year group of your son/daughter. Naturally, in Year 7 the primary focus will be upon how he/she has settled into school; Year 8 will focus upon progress in Key Stage 3 whilst in Year 9, Year 10 and particularly Year 11, the emphasis will be upon GCSE/BTEC progress. This opportunity also includes all Sixth Form parents/carers.

Mrs Currie, our Welfare Assistant, will be on hand in case there are any health issues you would like to discuss in confidence.

For students in Year 8, Mr Hutson will be available in the Library should you wish to discuss the upcoming GCSE option choices in January.

For students in Year 7 who have enrolled on the iPad scheme, iPads will be distributed on this evening from room E16. Please refer to the letter previously sent by Mr Gough regarding the forms of identification you will need to bring.

As a school we are keen to build upon our academic standards and we continue to view parental consultation opportunities as an integral part of our success. We are finishing afternoon school at 1.20pm so that you have a chance to bring your son/daughter with you.

Tutors will be found in the following rooms in the main building:

H2 and H4	Year 7
Library	Year 8
Hall	Year 9, Year 10 and Year 11
Sixth Form Block	Sixth Form

Please find enclosed an information sheet explaining our online appointment booking system and please complete the reply slip below which should be returned promptly to your son's/daughter's tutor.

Yours faithfully

Mr J Hutson
Assistant Headteacher

REC/18/19/Letters

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Reply Slip – please return to Form Tutor

Parent/Tutor Afternoon/Evening: 7th November 2018 – 2.00 - 3.30 and 4.00 - 6.30pm

Student's NameTutor Group

I acknowledge receipt of the letter dated October 2018 regarding the Parent/Tutor Afternoon/Evening on 7th November 2018.

Choose your own Parent/Tutor Afternoon/Evening appointment time online

The school is using an online booking system for the Parent Tutor Afternoon/Evening on Wednesday 7th November 2018 for all tutors. The system enables you to book an appointment with your child's tutor. Go to <http://www.parents-booking.co.uk/arnewood> to see which appointments are available and select one that is convenient for you.

To use the system you will need:

- Your title (Miss/Mr/Mrs/Ms)
- Your surname
- Your child's first name and surname
- Your child's date of birth
- Your child's tutor group code (see below – you will need to include the 0 if there is one)

The system will be live from 22nd October 2018 and you will be able to make your bookings until 12:00 noon on 6th November 2018.

Tutor	Code	Tutor	Code	Tutor	Code
Year 7		Year 8		Year 11	
Mr Smailes	07SSL	Mr Oliver	08AOL	Mr Steers	11DSR
Mrs Powell	07JPR	Miss Tristram	08GTR	Miss Tyas	11ATR
Mrs Nicholson	07VNL	Mrs Austin	08EAL	Miss Macbeth	11JML
Mrs Penrose	07CPR	Mr Cole	08JCR	Mr Clarke	11PCR
Miss Gardiner	07AGL	Mrs Horobin/Mrs Preston	08HHL	Mrs Anderson/Mrs Beer	11CAL
Miss Kitchen	07LKR	Mr Vibert	08JVR	Miss Hayman	11KHR
Miss Shevlin	07HSL	Mrs Watson/Mrs Conti	08KWR	Mrs Wood/Mrs Whatmore	11FWL
Mr Short/Dr Evans	07RSR				
Year 9		Year 10		Sixth Form	
Miss Gain	09KGL	Miss Parry	10JPL	Mr Jaggar	SSJ
Miss Sherwood-Taylor/Mrs Merciere	09MSR	Miss Downing/Mrs Ballantyne	10EDR	Ms Green/Mrs Thomas	SLG
Miss Morrison	09GML	Mrs Glaze	10MGR	Dr Parkes	SIP
Mrs Tuckett	09CTR	Miss Harnett	10KHL	Mrs Gleave	SMG
Mr Elkington	09REL	Mr Merrick	10TMR	Mr Kinnison	SJK
Mrs Sedgley/Ms Haynes	09VSR	Mrs Bagshaw	10SBL	Mrs Lynton/Mrs Chubb	SKL
Mr Grant	09PGR	Mr Martin/Miss Rennie	10IMR	Mrs Rand/Miss Finn	SER
				Mr King	SSK
				Mr Jibson	SNJ
				Miss Jarman	SKJ

Troubleshooting Tips – Please read before booking

- The booking system uses 'cookies'; please agree to the use of 'cookies' on the site if asked.
- The child's date of birth has to be entered in exactly the right format i.e. using four digits for the year of birth – eg 12/09/2002
- Where it says 'child's register class', you need to put in the tutor group code from this letter.
- The email address you enter is only to receive a confirmation of your appointments. If the system is saying it does not recognise you, it will **not** be the email address that is the problem.

If you are unable to book at home, please telephone the school on **01425 625431** and a member of our technical support staff will help you, or you can email IT support at ithelpdesk@arnewood.hants.sch.uk