



January 2020

Dear Parent(s)/Guardian(s)

Year 11 Parents' Evening - Tuesday 4th February 2020 4.45 – 7.30pm

I write to invite you, together with your son, to the Parents' Evening on **Tuesday 4th February 2020** from 4.45 - 7.30 pm in the Williams Hall. As it is a formal occasion, boys must wear school uniform.

The purpose of this occasion is to enable you to discuss your son's academic progress with his subject teachers after the mock examinations and for you to consider further his choice of A Level subjects in the Sixth Form.

Having had the Sixth Form Information Evening and an interview with his Form Tutor and a senior member of staff, we hope that your son feels well informed about the range of subjects on offer. He has made provisional A Level choices which allows us to begin the process of timetabling for next year. However, please do not worry if his plans change; we will endeavour to accommodate this until the end of the Spring Term.

I shall be available to answer questions during the evening, as will Mr Yates (Head of Middle School); I hope that you will find the occasion informative and helpful. Mr Andrews (Deputy Head Academic) will speak on effective revision techniques. This talk will take place at 5.30pm and 6.15pm, lasting for about fifteen minutes, in the Library. Mrs Mee will be available to discuss careers and university admissions.

Please refer to page 2 of this letter for instructions on how to book your appointments for this event online. The seating plan is also available on the Trybooking website. <https://www.trybooking.co.uk/OWZ>

Yours sincerely,

D Wickes
Headmaster

BOOKING APPOINTMENTS ON-LINE

YEAR 11 PARENTS' EVENING TO BE HELD ON TUESDAY 4TH FEBRUARY 2020

The link below will take you through a quick process, so you can reserve your preferred times – one 5 minute slot with each teacher. As it is on a 'First Come First Served basis' you may find your preferred 5 minute slot is already taken, but there are many to choose from.

Please note that after the deadline date of [Thursday 30th January 2020](#) you will not be able to book any appointments.

<https://www.trybooking.co.uk/OWZ>

It is quite self-explanatory, but herewith some simple instructions:

A couple of helpful hints before beginning the process:

- Keep a note of the teachers and times you have chosen to make sure you don't double up - (there is a list at Checkout too).
 - Don't go through Checkout until you have selected all your appointments.
1. Press CTRL key and click on the link above to access the Homepage which highlights Year 11 Parents Evening
 2. Click: 'Continue Booking' to access a list of subjects.
 3. Select your first subject / teacher.
 4. Select your preferred time –all the 5 minute intervals are listed on the left hand side. Simply click the seat next to your preferred time. It will turn green. (please note the seat number is the timeslot). .
 5. Click 'buy more tickets' until you have selected all relevant teachers.
 - 6, You will then be directed to Checkout which will highlight the subject, teacher and time selected

Once completed, you will receive an automated email with all your appointments confirmed in booking tickets for ease, so you can print them off and have them on the evening.