

Formby High School

'Determined to Achieve'

SLU/SCA

23 January 2018



Headteacher:
Mr D A Mackenzie
BA (Hons) NPQH

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Dear Parent

Year 8 Subject Consultation Evening - Online Appointment Booking

I would like to invite you to attend our Year 8 Subject Consultation Evening on Thursday 1 February 2018, commencing at 4:30pm. This is an opportunity for you to meet with your son/daughter's subject teachers to review and discuss his/her progress.

The school operates an easy to use online appointment booking system which allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. Your son/daughter's subject teachers have been programmed into the system – please note that only one appointment per subject or teacher should be made.

To access the online booking system, please [click here](#) or visit our website and click on the 'Parents' Evenings' link at the bottom of the page. You will be required to log in with the following information:

- Student's Forename
- Student's Surname
- Student's Date of Birth (dd/mm/yyyy)

Appointments may be made from 7:00pm on Tuesday 23 January until 10:00am on Tuesday 30 January. Should you wish to make any changes after this date, please contact Mrs Cain or Mrs Martin by telephone (01704 873100) or by email (j.martin@formbyhighschool.com). Your appointments will be automatically confirmed via the email address that you have provided to the school. If it does not appear in your inbox, please check it has not been sent to your 'Spam' folder.

The evening will be held in the School Hall – parents are asked to enter school by the central door to A Building and sign in on arrival at the reception desk located in the Dining Room Foyer. Students are expected to attend the consultation evening (wearing full school uniform) and listen to any appropriate advice offered by their subject teachers.

A number of teachers teach more than one class in Year 8. To ensure they are able to meet as many parents as possible, appointments will be four minutes long. There is a maximum of 42 appointments available per teacher on the evening. Those teachers who teach more than one class are listed at the end of this letter.





If you **cannot** attend this evening please indicate on the reply slip below which should be returned to the General Office.

If you do not have access to the internet or require any further assistance with your appointment bookings, please do not hesitate to contact Mrs Cain or Mrs Martin.

Yours sincerely

Mr S Lucas
Climate for Learning Leader
Year 8

The following staff teach more than one group in Year 8 and it may not, therefore, be possible to schedule appointments for all those parents wishing to see these teachers. If you wish to be advised of any cancellations that become available please register by clicking on the 'waiting list' facility and a member of staff will telephone you if an alternative time becomes available.

Mr D Rigby	Computing	Mr A Williams	English
Mrs Beaumont	English	Mrs A MacDunne	Geography
Mrs C Clark	Art	Mr S Richards	Drama
Mrs G Dixon	Food	Mrs A Sunner	Drama
Mr S Gallagher	Geography	Mrs A Wake	RE
Mrs E Dakin	Maths	Mr P Murphy	Design
Mrs M Horner	Music	Mrs J Weaver	Drama
Miss J Hill	RE	Miss L O'Neil	PE
Mrs K Kearsley	History	Mr J Backhouse	PE
Mr Fitzgibbon	History	Miss L Craddock	Spanish

Reply Slip: Year 8 Subject Consultation Evening 2018

Please complete and return to Mrs S Cain
if you are unable to attend on the evening

Student:

Tutor Group:

I confirm that I **will not** be able to attend the Year 8 Subject Consultation Evening on
Thursday 1 February.

Signed: (Parent)

Date: