



St. Ninian's HIGH SCHOOL

Scoil Ard Noo Ninian

10th January 2019

Dear Parents/Guardians

Year 11 Parents' Evening on Thursday 24th January 2019, 4pm – 6.30pm, St Ninian's Lower School.

You are invited to attend the Year 11 Parents' Evening. This will give you the opportunity to talk with some of your son/daughter's subject teachers and tutor about how they are progressing in their GCSE courses. Appointment slots are five minutes per teacher. Unfortunately, it is not possible in one evening for appointments to be made with all teachers. However, you can make a maximum of seven appointments per student and will be limited to this number. If you wish to make fewer appointments then feel free to do so. Can I also ask you to only book an appointment with the Head of Year if you have a specific issue or concern to discuss with them.

To book your appointments please visit our school website: <http://www.snhs.im>. Click on the 'Parents' section and select Parents Evening and follow the instructions to make your bookings (A short guide on how to add appointments is included overleaf.) If you find that there are already some appointments made on the system, this is because those teachers have requested an appointment with you. By all means alter the time slot of this appointment to one that better suits but please make sure you keep an appointment with these teachers. Remember to print off a copy of your bookings and take it with you on the evening or have them saved on your mobile device to refer to during the evening.

Appointments can be made from **Friday 11th January 10am** and will close on **Monday 21st January at 12pm**. Please make sure you make your appointments via the school website during this time period. Appointment slots are on a first come, first serve basis, so the sooner you make your appointments the more choice of available slots you will have. Should you wish to make any changes after this date please contact the school office.

To login to the system you will need to use the following information.

Your first name, surname and e-mail address

Student's First Name: «Forename»
Student's Surname: «Surname»
Student's Date of Birth: «dd/mm/yyyy»

This data is stored on the host website for authentication purposes. This is a secure site, registered with the Information Commissioner's Office and complies with all data protection regulations. If you do not have access to the internet, please contact the school office (tel: 648800) who will be happy to add appointments on your behalf.

On the evening itself you can park in the main staff car park at Lower School and the extra parking beyond this at the side of the school next to the outside sports area. You should then enter through the main entrance of the school where you will need to sign in and will be given instructions as to where all the staff are located. We look forward to seeing you on 24th January.

Yours faithfully

Mr C Coole
Headteacher

Live to Learn
Learn to Live

WWW.SNHS.IM

DEPUTY HEAD TEACHERS Miss J. White Mr A.N. Smith

ASSISTANT HEAD TEACHERS Mrs A.C. Daugherty Mr D. McGuinness Mr J.K. Smith Mrs R.A. Withington | BURSAR Ms S.M. Shimmin