



A SPECIALIST SCIENCE SCHOOL

Headteacher

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Sandhurst School

the opportunity to succeed

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01 October 2021

Dear Parent/Carer(s),

Year 11 Subject Evening – 14th October 2021

I would like to invite you to attend our Virtual Parents' Evening on **14th October 2021**. As you are aware, your son/daughter is in their final year of their GCSE's and this evening provides you with an opportunity to meet with subject staff. At this very important time in their education you will be able to discuss with staff how your child is progressing towards achieving their full potential in the summer when they receive their results. In order to achieve this, I highly recommend that your son/daughter attends with you to ensure there is an effective conversation to best support them achieving their best results in the summer.

It is highly recommended that your child attends with you as the conversations with staff are most effective when all parties are included. This year we have arranged for Claire Thomas from Adviza to be available for appointments to help support with careers and college advice, if you would like to make an appointment with her then please do.

Due to the current situation, we are unable to run the Parents' Evening in the normal way, so this year we will be continuing to do the appointments via video link, please use the normal online booking system to arrange your appointments. This will allow you to choose your own appointment times with teachers between 4.00pm and 7.00pm. **Appointments can be made from 6.00pm today** and will close on **14th October 2021 at 2:30 pm**. Should you wish to make any changes after this date please contact the school reception.

On the evening parents will be required to login to the parents booking system and then will be able to join the appointments at the allotted times, please be aware that the system will automatically finish appointments on time so that the evening does not overrun. If you wish to continue the conversation with the member of staff, this will have to be done through a follow up phone call. Please check that your device is set up correctly with the microphone and speakers on to prevent technical problems taking up time during the appointment.

I would recommend that the sooner you book the appointments the better as staff will get very busy. It is particularly important to see the staff from subjects that your child is considering taking next year.

Please visit [HTTPS://SANDHURST.PARENTSEVENINGSYSTEM.CO.UK](https://sandhurst.parentseveningsystem.co.uk) to book your appointments (a short guide on how to login and add appointments is included with this letter). It is now possible for two Parents/Guardians to login to the Appointments from different devices a guide to this can be found at this link: [PARENT GUIDE](#)

If you have any concerns please do not hesitate to contact me or your child's tutor.

Yours sincerely

Mr B Laws

Assistant Headteacher



Would you prefer to receive your letters by Email? If so, please notify the school and provide us with your Email address

Parents' Guide for Booking Appointments

Browse to <https://sandhurst.parentseveningsystem.co.uk/>

Parents' Evening System

Welcome to the Cartside High School parents' evening booking system. Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.

Your Details

Title: First Name: Surname:

Email Address: Phone Number:

Child's Details

First Name: Surname: Registration Class:

Step 1: Login

Please fill out all the details on the page. A confirmation of your appointments will be emailed to you and we may use the phone number to contact you.

Please use your child's "preferred" forename that matches our records (no abbreviations).

You will need to fill in the following fields to login:

- **Your Surname
- **Your Email Address
- **Child's First Name
- **Child's Surname
- ** Child's DoB eg: 01/01/2000

All Finished!
Your appointments have been saved and an email has been sent confirming your appointments.

Changed Your Mind?
To change an appointment click on the red cross beside your child's name for the relevant teacher. Be sure

What's Next?
[View/Print Appointments](#) [Send Feedback](#) [Book Appointments for Another Child](#) [Logout](#)

Step 2: Select Parents' Evening

Click the green tick to select the parents' evening you want to make appointments for.

Select a parents' evening to add appointments:

Parents' Evening

This parents' evening is for all pupils. Please enter the school via the main entrance and follow the signs for the Main Hall where this evening is taking place. Parking is available in the main school car park.

Date: 24/01/2013 Time: 16:00 - 20:30

Step 2 of 3: Choose Teachers

Your child's teachers have been pre-populated. Please check these are correct and make any changes if necessary - click the red cross beside not wish to see.

<input checked="" type="checkbox"/>	English	Mr J Atkinson
<input checked="" type="checkbox"/>	French	Mr A Gray
<input checked="" type="checkbox"/>	Geography	Mr A Pinkney
<input checked="" type="checkbox"/>	History	Mr K Jacobs
<input checked="" type="checkbox"/>	Mathematics	Mrs L Vernon
<input checked="" type="checkbox"/>	Physical Ed	Mrs E Paton
<input checked="" type="checkbox"/>	Science	Ms J Estaphan

Step 3: Check Teachers

Your child's teachers will appear. If you do not wish to see a teacher, click the red cross beside their name.

Click on the Continue button to proceed.

Please note there is a minimum time between appointments of 5 mins. This is to ensure you arrive at your next appointment.

	Mr J Atkinson English E5	Mr A Gray French L2	Mr A Pinkney Geography H5	Mr K Jacobs History H6	Mrs L Vernon Mathematics M4
16:00	No Appointment				
16:05	<input type="button" value="Book"/>				
16:10	<input type="button" value="Book"/>				
16:15	<input type="button" value="Book"/>				
16:20	<input type="button" value="Book"/>				
16:25	<input type="button" value="Book"/>				
16:30	<input type="button" value="Book"/>				
16:35	<input type="button" value="Book"/>				
16:40	<input type="button" value="Book"/>				
16:45	<input type="button" value="Book"/>				
16:50	<input type="button" value="Book"/>				
16:55	<input type="button" value="Book"/>				
17:00	<input type="button" value="Book"/>				

Confirm & Add Message

Optionally add a message for **Mr J Atkinson** (English) for your appointment at **16:30**:

65 characters left

Step 4: Make Appointments

Click 'Book' to make your appointment with the teacher for the time you wish. Optionally enter a short note to the teacher to help structure the appointment. Repeat this for all the teachers you wish to see.

After you have finished making appointments, click on "click here" in the yellow box at the top of the page to send the confirmation email.

All Finished!
Your appointments have been saved and an email has been sent confirming your appointments.

Changed Your Mind?
To change an appointment click on the red cross beside your child's name for the relevant teacher. Be sure

What's Next?
[View/Print Appointments](#) [Send Feedback](#) [Book Appointments for Another Child](#) [Logout](#)

Step 5: Finished

After booking all your appointments you have an opportunity to send feedback to the school. To book appointments for another child, please click the link to complete this process again.

Home | **Appointments**

Select Evening: Parents' Evening 24/01/2013

Your Appointments

16:00	
16:05	
16:10	
16:15	
16:20	Mr A Pinkney - Geography (H5)
16:25	
16:30	Mr J Atkinson - English (E5)
16:35	
16:40	Mr A Gray - French (L2)
16:45	
16:50	Mr K Jacobs - History (H6)
16:55	
17:00	Mrs L Vernon - Mathematics (M4)
17:05	
17:10	
17:15	
17:20	
17:25	

[Add/Edit/Delete](#)

Parents' Evening

This parents' evening is the school via the main for the Main Hall where Parking is available in th

Date: 24/01/2013

Viewing/Editing/Printing Appointments

Click the "Appointments" tab to view and print your appointments. Please bring a print out of your appointment times to the parents' evening.

You can change your appointments by clicking on "Add/Edit/Delete Appointments".

There is a link at the bottom of the confirmation email which logs you back into the system.