



Chew Valley School

Learn Grow Achieve

Headteacher: Gareth Beynon BA (Hons), MA

Chew Magna, Bristol BS40 8QB

Tel: (01275) 332272 Fax: (01275) 333625

Email: enquiries@chewvalleyschool.co.uk

Web: www.chewvalleyschool.co.uk

Dear Parent/Carer

3rd January 2017

Year 11 Subject Parents' Evening – Thursday 2nd February 2017

Year 11 Parents' Evening takes place on Thursday 2nd February from 4pm until 6.30pm. These meetings are intended to be positive occasions during which we can discuss all aspects of school work, tackling problems where they might exist, and seeking to praise students and to encourage them in their progress towards success in their chosen GCSE courses. This evening is of additional importance to Year 11 as it also serves as a potential opportunity to reflect on recent mock exam performances and to focus on the Summer exam period and courses beyond that.

Bookings for parents' evening appointments are managed through the Insight Portal. In the initial booking period (from week beginning 16th January) your son/daughter will be responsible for making appointments with members of staff. You will be able to view these appointments via "General" then "Parents Evening" tab of the Insight Portal. Bookings will then open to parents and carers no later than a week before the event. From then you will be able to book appointments with your child's teachers. Please note:

- You must be logged on with a parental account to make bookings for parents' evenings. If you do not have a username or password for your parental account, please contact Ms Moncrieffe at the school via email on imoncrieffe@chewvalleyschool.co.uk.
- Insight automatically puts a five-minute break between appointments to allow for travelling time. This helps to ensure the evening runs smoothly.
- You can print your appointment lists at home by clicking on the "printer" icon in the parents' evening screen, but students will also be issued with appointment lists, a room list and a map for you on the day of the parents' evening. Please make sure you bring this with you.
- You will be notified by SMS text message and/or email when bookings are open to parents.

Yours sincerely

Miss R Taylor
Head of Year 11

