



14 February 2024

Dear Parent/Carer

Year 7 Parents' Evening - Thursday 29 February 2024 - 4pm-7pm

We are delighted to invite you to our Year 7 Parents' Evening, which will be held on Thursday 29 February from 4pm until 7pm. This event is an essential opportunity for us to get together and discuss your child's progress, achievements and any areas for development. We highly value the partnership between school and parents/carers and we recognise the positive impact an event like this can have on your child's progress and development.

During the evening you will have the chance to meet with your child's subject teachers individually, allowing for insightful conversations about their academic performance, identifying both areas of strength and areas where additional support may be beneficial. You will also have the chance to find out more about how your child works in class, to talk through their recent assessment results and to ask their teachers any questions. Members of the inclusion team will also be available should you wish to discuss support for any additional needs that your child may have.

Appointments will be available from 4pm until 7pm and should be booked online using our School Synergy platform. Please book appointments by Monday 26 February, following the instructions below:-

- Log into Synergy (<https://heanorgate.schoolsynergy.co.uk>) and click the Parents' Evening tab in the top right corner.
- You should then be able to see a list of your child's subjects/teachers available for appointments. As you click on each of these, you will be given a list of available appointments for that teacher. Simply click on the time slot you would like and the appointment will be in the system.
- This can then be repeated for your child's other subjects.

Appointment locations will be split across three of our large spaces and you may find it useful to consider the location of staff when booking your appointments:-

Hall	Maths, English, Mr Shaw, Mrs Stewart and Inclusion
New Gym	Humanities, DTVA, PEPA
Old Gym	Science, MFL, Computing

If you need any help in making appointments or you cannot access Synergy, please contact synergysupport@heanorgatespencer.com.

I look forward to seeing you on Thursday 29 February.

Yours sincerely

Mr S Shaw
Year 7 Achievement Leader