



September 2023

Dear Parent/Carer

Year 13 Parent-Teacher Consultation and Target Setting Evening – Thursday 12 October 2023 Online Appointment Booking

Our Year 13 Parents' Consultation and Target Setting Evening will take place on Thursday 12 October from 4.00pm to 7.30pm. **All appointments will be held remotely online** through our existing booking system, which provides timed video slots. [Full details on how this works can be found here](#), and **we would ask parents to familiarise themselves with the process in advance of the event.**

The evening will provide an important opportunity for you and your child to discuss their progress, identify possible areas for improvement and agree targets. Students must be present so that they are able to participate in the discussion with their subject teachers.

The online booking system will allow you to make a 10 minute appointment for each of your child's A-Level subjects; in some of our subjects, this appointment may be 7 minutes. Sociology students may be offered an appointment on an alternative evening; this will be clear once you have logged into the system. The system will open at 7.00pm on Tuesday 3 October and will close on Tuesday 10 October at midnight.

Please visit <https://ashlyns.parentseveningsystem.co.uk/> (or follow the link from our homepage) in order to book your appointments. A short guide on how to add appointments is included with this letter. Please log in using your son/daughter's 'preferred' name (that matches our records) and their date of birth.

Although the evening is being held virtually, it is still a formal occasion and as such we would ask that parents check that they will not be disturbed during their appointments, and that their camera is positioned in an appropriate setting.

Our Year 12 students are usually present at this event to raise funds for the Wamba Community Trust in Kenya, which exists to promote the health and education of children and young people in Wamba. If you would still like to make a donation to our charity you are able to do so through ParentPay (in the Donations Manager area).

If you have any queries or require any further information prior to the evening please contact me at kgaches@ashlyns.herts.sch.uk

Yours sincerely

Ms K Gaches
Head of Sixth Form