

4<sup>th</sup> March 2019

Dear Parent/Carer,

**Year 10 Parents' Evening – Tuesday 19<sup>th</sup> March - Online Appointment Booking.**

I would like to invite you to attend our Parents' Evening on Tuesday 19<sup>th</sup> March from 3.30pm – 6.30pm.

Appointments can be made from Tuesday 5<sup>th</sup> March, and the system will close on Monday 18<sup>th</sup> March at 8:00pm. Please remember this login and information can be used for future Parents' Evenings.

Please visit the 'Parent Portal' section of our website to access the Parents' Evening Booking System or access it directly via the following link: <https://theebbsfleetacademy.parentseveningsystem.co.uk> to book your appointments. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. Log in with the following information:

*Student's First Name*

*Student's Surname*

*Date of Birth (DD/MM/YYYY)*

**Please ensure that you make an appointment with your child's tutor who will give you their report and discuss their overall progress. Please also then make appointments to see as many of your child's teachers as you would like.**

If you do not have access to the internet, please contact your child's tutor to make the appointments on your behalf.

We hope you will be able to attend on **Tuesday 19<sup>th</sup> March** and look forward to seeing you soon.

Yours sincerely,



**Ms A Colwell**  
Principal

Principal: Alison Colwell, BA (Hons), PGCE, NPQH

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