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**Cottingham High School  
and Sixth Form College**



**13 October 2023**

Dear Parent/Carer

### **Year 7 Tutor Evening**

The Year 7 Tutor Evening will take place on Wednesday 25 October in the Library at Cottingham High School, beginning at 4.00pm and ending at 6.00pm. If your child is in 7 Brown, appointments are between 4.30-6.30pm.

The evening will provide an opportunity for parents to meet with tutors and discuss settling in, attendance, behaviour and social aspects of your child's experience at school so far. It is an excellent forum for you to ask questions and raise any concerns that you have.

The school has an intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. We are confident this will be an improvement to the previous system and welcome any feedback.

Please visit <https://cottinghamhighschool.parentseveningsystem.co.uk/auth/parent> to book your appointments.

If you do not have access to the internet, please contact the school office on (01482) 847498 who will be happy to add appointments on your behalf.

Students are invited to accompany their parent(s). Appointments will last five minutes. To assist us with our arrangements for the evening, we request that all parents sign in on arrival and sign out on departure.

The Tutor Evening does not replace Parents' Consultation Evenings, which will continue to take place as per the school calendar and where the academic progress of your child will be the main focus of discussion.

We look forward to seeing you.

Yours faithfully

**Annabel Etheridge**

Assistant Headteacher Key Stage 3

