



ST HELEN &
ST KATHARINE

Faringdon Road, Abingdon, OX14 1BE T: 01235 520173 E: info@shsk.org.uk www.shsk.org.uk
Headmistress: Mrs Rebecca Dougall BA MA

21 September 2018

Dear Parents

Year 6 Parents' Meeting

You are invited to attend a Parents' Meeting on either Tuesday 2 October or Monday 8 October, from 5–7.30pm. You will have the opportunity to meet with your daughter's form tutor and her subject teachers to discuss how she has settled into Year 6 at St Helen's.

The Junior Department uses the School's new online booking system. This allows you to select the date that best suits you and choose your own appointment times with individual teachers. You will then receive an email confirming your appointments.

Appointments can be made from Monday 24 September and will close on Monday 1 October, although it would be advisable to make your appointments as soon as possible. Should you wish to make any changes after this date, please contact the school using the following email address: parentportal@shsk.org.uk.

To book your appointments, visit shsk.parentseveningsystem.co.uk/. Here you will also find a short guide on how to add appointments. To create an account, you will need to enter your daughter's preferred name, surname and date of birth.

Appointments with your daughter's form tutor will be ten minutes long and you will then have five minutes with each of her other subject teachers. As it is important that we are able to run to time, we politely ask that you conclude your conversations with your daughter's teachers within your allotted appointment slot. If a longer meeting is required, this can be arranged separately with Miss Talbot outside of the Parents' Meeting schedule. Please also be aware that if you are running late, unfortunately it may not be possible to slot you into the appointment system.

Although some of your daughter's teachers take her for more than one subject, it will only be possible to book each teacher for one appointment slot. It will however be possible to discuss all of the subjects that they teach, as well as any general pastoral information.

Unfortunately, Mr Thomson is unable to attend the Parents' Meeting due to his commitments to the German Exchange, but information on your daughter's progress in German will be provided by Miss Talbot. It is also worth noting that the year group are taught in two groups for art and DT, so students will only have studied one of these subjects so far this year. They will switch subjects after half-term, but as such, only half of the year group will need to book DT appointments with Mr Webb, which will be reflected in the appointment options available for you to book.

- Miss N Talbot: listed as form tutor (will also provide feedback on: English, history, geography, religious studies, art and mathematics for those in Set B)

- Miss D O'Brien: listed as science (will also provide feedback on mathematics for those in Set A)
- Mrs R Green: listed as computing (will also provide feedback on drama and music)
- Mr C Webb: DT
- Miss E Gay: PE

We look forward to seeing you at the Parents' Meeting in Old School Hall, where there will also be an opportunity for you to have a look at your daughter's books.

Yours faithfully

Miss N Talbot
Head of the Junior Department
ntalbot@shsk.org.uk