Lynne Lambert
Headteacher

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Dear Parent/Carer

S4/5/6 Parents' Evening

We are pleased to inform you that the S456 Parents' Evening will take place on either **Thursday 4th December** or **Tuesday 9th December** from **4.30pm until 7pm**. You have been allocated one of these sessions to attend based on the best availability of part time teachers. All meetings will take place in the **school assembly hall & ICT suite,** with face-to-face appointments with subject teachers and guidance/support staff. All appointments will have a maximum duration of **seven minutes**.

We are using a platform called Parents Booking to set up out parent contact evenings. When the booking system opens you will receive an email from breadalbane@pkc.gov.uk with instructions on how to **login and make appointments.** You will also receive an email from the **Parents Booking System** containing the information required to login. **Please check your SPAM/JUNK email folder if you do not receive this email in your inbox.**

The email will be sent to the ***Main Contact*** for each pupil as only **one appointment per teacher per child** can be made. We would ask that the main contact liaises with the duplicate contact if required. The booking system will close at 10pm on Wednesday 3rd December for appointments on 4th December, and at 10pm on Monday 8th December for appointments on 9th December.

We are pleased to offer bookable appointments with a representative from **UHI Perth and Skills Development Scotland.** You can book these appointments in the same way as teaching staff. They will be able to discuss courses available at UHI Perth and career advice.

If you are unable to attend appointments but have an urgent concern, please let us know by emailing breadalbane@pkc.gov.uk.

Yours faithfully

Mrs Lorna Libreri
DHT School Improvement