

## Horsforth School

Lee Lane East Horsforth

Leeds LS18 5RF

Tel: 0113 226 5454

Fax: 0113 226 5401

Email: [info@horsforthschool.org](mailto:info@horsforthschool.org)

Website: [www.horsforthschool.org](http://www.horsforthschool.org)

Headteacher: Dr P C Bell

Our ref: PCB/CLW

February 2025

Dear Parents / Carers

### Year 9 Parents' Evening – Thursday 27 February 2025

We are pleased to invite you to attend a Year 9 Parents' Evening to be held **online** on **Thursday 27 February 2025** between **4.30p.m. and 7.30p.m.** Subject staff will be available to discuss your child's progress so far this year and the evening will provide a valuable opportunity for you to ask questions and get advice on how you can support their learning, as well as speak to subject staff prior to selecting the subjects that they may like to take as their options in Year 10.

Appointments will be five-minute video meetings at a pre-arranged time with subject staff and will take place online using our Parents Evening system.

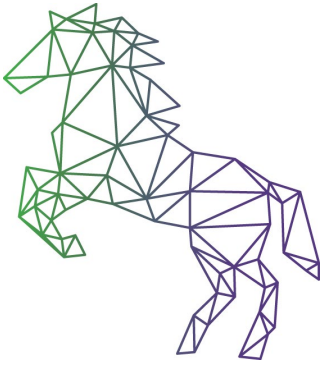
To book appointments you will need to access the **online booking system** which allows you to choose your own appointment times with teachers. To maximise fairness for all parents, bookings will open at **6.00pm Wednesday 12 February 2025** and will remain available until midnight on **Wednesday 26 February 2025**. Please click **here** to access the booking system and make your appointments. Please ensure that you log in with the correct child's name should they have siblings in school. Once you have booked your appointments you will receive an e-mail confirming your appointment times, please keep this safe.

If you do not have internet access, please contact Mrs. James the KS4 Administrator on 0113 226 5454 ext. 104 or via email at [pastoralhub@horsforthschool.org](mailto:pastoralhub@horsforthschool.org) who will be happy to add appointments on your behalf.

Unfortunately, there are limited numbers of appointments during the evening, and these are filled on a first come first served basis. Some staff do teach more than one group and so their appointment slots will fill more quickly. If you have been unable to make an appointment for this reason (or if a member of staff is unavoidably absent on the evening) and you would like some feedback, please email [pastoralhub@horsforthschool.org](mailto:pastoralhub@horsforthschool.org) to request contact from specific teachers. The staff will then contact you in due course.

Some students also have more than one teacher per subject, in this case a key teacher is allocated, meaning you will see only one teacher per subject who can give you an overview of the whole subject.

*'Opportunity and achievement for all'*



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Prior to attending the Parents' Evening, you may find it useful to access ClassCharts where you will find regularly updated useful information about your son/daughter's attendance, progress and achievements, including their most recent Progress Review grades and Attitude to Learning Scores.

Yours faithfully

Mr. Maxwell

Year Co-Ordinator – Year 9