

# Prospect School

PROSPECT SCHOOL, READING

Cockney Hill, Tilehurst,  
Reading, Berkshire RG30 4EX

Tel: 0118 959 0466

Fax: 0118 950 4172

Website: [www.prospect.reading.sch.uk](http://www.prospect.reading.sch.uk)



Headteacher: Mr Phillip Davies

13 January 2016

Dear Parent/Carer

## Year 12 and 13 Parents' Evening – 28<sup>th</sup> January 2016 - Online Appointment Booking

I would like to invite you to attend our Year 12 and 13 Parents' Evening on Thursday 28<sup>th</sup> January 2016. This is an important evening and provides you with an opportunity to meet with subject teachers to discuss the progress for your son/daughter, and to raise any areas of concern.

The school has changed to a new system which is an 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.

Appointments can be made from Monday 18<sup>th</sup> January 2016 and will close on Monday 25<sup>th</sup> January 2016 at midday. Should you wish to make any changes after this date please contact Mrs Jeffery, Sixth Form P.A. on 0118 9023191.

Please visit <https://prospect.parentseveningsystem.co.uk> to book your appointments. A short guide on how to add appointments can be found on our website <https://prospectschool.fluencycms.co.uk/Parents-Evening>

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

Yours sincerely

A handwritten signature in black ink, appearing to be 'N Smith', written in a cursive style.

Mr N Smith  
Assistant Head in charge of Sixth Form

ASPIRE - BELIEVE - ACHIEVE

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