



12th November 2018

Cockney Hill, Tilehurst, Reading
Berkshire RG30 4EX
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Headteacher: Philip Davies

Dear Parent/Carer

**Year 11 and 13 Student Consultation Evening
Tuesday 11th December 2018 - Online Appointment Booking**

I would like to invite you to attend our **Student Consultation Evening for Year 11 and 13 on Tuesday 11th December 2018**. 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 uses a 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.

Appointments can be made from **Monday 12th November** and will close on **Sunday 9th December 2018**. Should you wish to make any changes after this date please contact Mrs Moore, KS4 Hub Coordinator on 0118 9590466 ext. 381 for all Year 11 bookings and Mrs Jeffery, Personal Assistant to Sixth Form on 0118 9590466 ext. 233 for all Year 13 bookings.

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 [Prospect School - Parents Evening](#)

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

The evening will take place in the Lower School Hall which can only be accessed through A Block, therefore please use the Honey End Lane entrance to the school.

Yours sincerely

Ms Matten - Head of Year 11
Mr Beard – Head of Sixth Form