

18 October 2023

Dear Parent / Carer

**Y11 Parents evening - Tuesday 7th November 2023**

I would like to invite you to attend our upcoming in-person parents evening which will cover all subjects for Year 11. This year, from feedback we received previously, the Year 11 parents evening will be held in person, allowing for more detailed face-to-face conversations between teachers, students and parents.

The Academy previously introduced a new intuitive and easy to use online appointment booking system. This allows you to choose your own appointment times with the teachers and you will receive an email confirming your appointment/s. The feedback we have received has been very positive from parents, therefore we are continuing with this system.

*The appointment/s will then be conducted in person from 15:30 - 18:30 on the date above.*

We unfortunately will not accept walk-ins or for staff to take appointments not on their planned schedule, so please ensure you book appointments early to avoid disappointment.

**Appointment bookings will open on Monday 23rd October 2023 at 9am** and will close on Friday 27th October 2023 at 9am. Changes after this time will need to be requested via Main Reception.

Please visit <https://outwoodacademyfreeston.parentseveningsystem.co.uk> to book your appointments which is also on the homepage of our website.

To login to the system you need your child's name and date of birth. **Please be aware that the system is highly sensitive to this important information, therefore please ensure details are inputted carefully.**

If you do not have access to the internet or have any further issues please do not hesitate to contact us at [enquiries@freeston.outwood.com](mailto:enquiries@freeston.outwood.com) or 01924 302560.

Yours faithfully

**B Eccersley**

Mr B Eccersley  
Assistant Principal