

January 2023



UXBRIDGE  
HIGH SCHOOL

Dear Parent/carer

### Year 12 & 13 Parents' Evening

We are pleased to invite you to the Year 12 and 13 parents' evening on Thursday 19<sup>th</sup> January, in our Lancaster building. On this evening, you will have the opportunity to discuss your child's progress with subject staff and their form tutor. The head of learning, assistant head of learning and house guidance leaders will also be in attendance.

Parent/teacher meetings will begin at 17:00 and run until 19:30, with appointments set up in five minute slots. Should you have further points for discussion, this can be arranged at a later date. This is to ensure that appointment slots at parents' evening do not overrun.

We will be using our online booking system for parents to book their own teacher appointments. To start booking, you will need to create an account on the following website: <https://uhsbooking.parentseveningsystem.co.uk>. If you created an account last year, then you can use the same log in details from before. Appointment slots will go live at 08:30 on Wednesday 11<sup>th</sup> January and close at 16:00 on Tuesday 17<sup>th</sup> January.

We have included a 'how to guide' with this letter, which explains exactly how the system works and how you can make appointments. If you experience any difficulties, please do not hesitate to contact the school.

Since it is vital that problems relating to subjects or homework are fully resolved as soon as possible, please bring your child with you, so that they can benefit from the evening's discussions. **This is an important school function and therefore all students attending the evening with their parents must be wearing their full school uniform.**

We look forward to meeting you at the event and working with you throughout the year to ensure the students attain the success that they deserve. If you have any queries regarding the evening, please feel free to contact your child's form tutor.

Yours sincerely

**A Mangat**  
**Assistant Principal**

POSITIVE • RESPECTFUL • OPEN MINDED • UNIQUE • DETERMINED

Principal: Louisa Seymour BEd

The Greenway, Uxbridge, Middlesex UB8 2PR | T: 01895 234 060 | [office@uhs.org.uk](mailto:office@uhs.org.uk) | [www.uhs.org.uk](http://www.uhs.org.uk)

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