



CASTLEHEAD HIGH SCHOOL



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web address: www.Castleheadhigh.com
Head Teacher: Mr Gordon Menzies

Children's Services
Director: Janie O'Neill

S4 Parents Evening – Tuesday 7th November

Dear Parents/ Carers of S4 pupils

We are delighted to be able to welcome parents and carers into school for the upcoming S4 Parents Evening. We will be using our online booking platform to enable you to make appointments when you want and with whom you want.

The evening itself will begin at **4.15pm** and finish at **6.45pm** on **Tuesday 7th November**. Appointments will take place in the school. Locations will be shared via maps which will be provided on the evening at the door. Appointments will be 5 minutes long- *please try and stay to this allotted time as this will allow for the evening to function for all parents/ carers.*

Bookings will open at **4pm Tuesday 31st October** and will close on **Monday 6th November at 12pm.**

Bookings can be made at <https://parents-booking.co.uk/castlehead> **More specific details are overleaf.**

If you have any issues logging into the system, please contact the school office- 0300 300 1300

Yours sincerely,

Gordon Menzies
Headteacher



Castlehead is a **Nut Aware** School. Please do not bring products containing nuts into school.

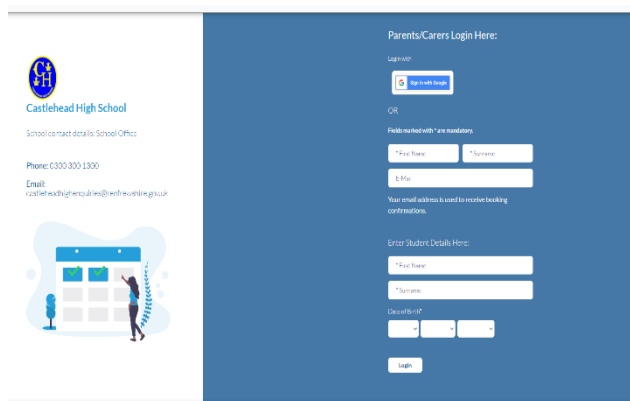




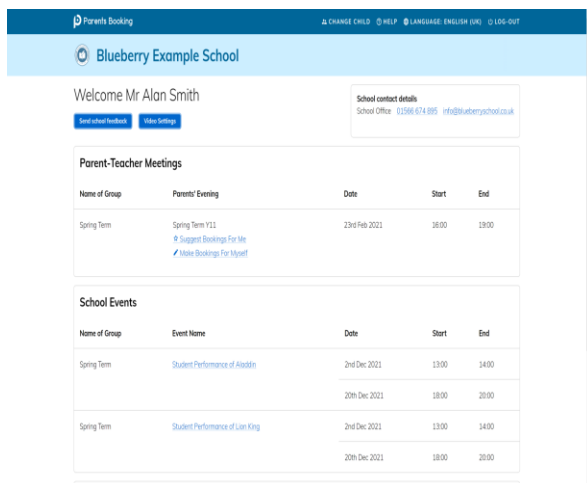
Booking an Appointment:

Bookings can be made at <https://parents-booking.co.uk/castlehead>

You will need to use the name of the MAIN CONTACT on the booking system to gain access.



- ❖ Login by completing the requested fields
- ❖ Please ensure these are correct as any misspelling will lead to denied access.



- ❖ After logging in you will be shown any parents' evenings, events or clubs that are bookable.
- ❖ Once logged in, book a slot that suits you. You can ask the system to suggest bookings for you or book appointments individually.

Once bookings have all been made you can print or e-mail an appointment confirmation.



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