



# CASTLEHEAD HIGH SCHOOL



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web address: [www.Castleheadhigh.com](http://www.Castleheadhigh.com)  
**Head Teacher: Mr Gordon Menzies**

**Children's Services**  
**Director: Janie O'Neill**

## S5/6 Parents Evening – Thursday 16th November

Dear Parents/Carers of S5/6 pupils

We are delighted to be able to welcome parents and carers into school for the upcoming S5/6 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 **6.30pm** on **Thursday 16th 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 Thursday 9th November** and will close on **Wednesday 15th 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.

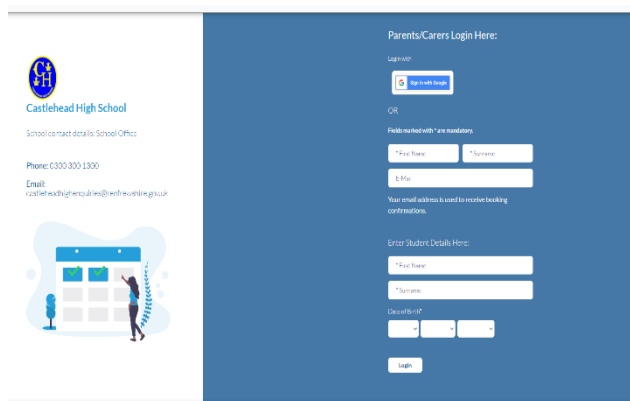




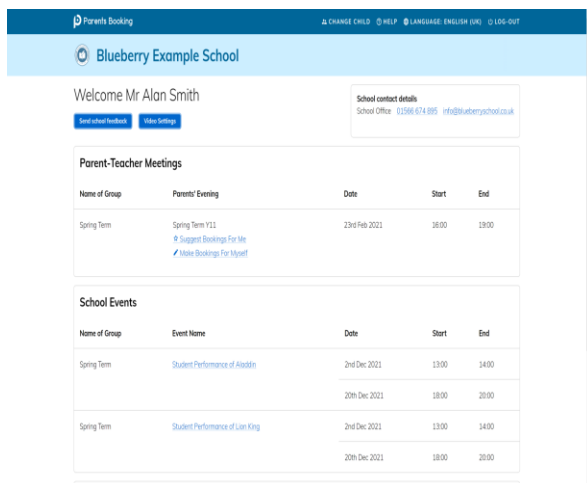
## Booking an Appointment:

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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