



# THE BUCKINGHAM SCHOOL

## A SPECIALIST SPORTS COLLEGE

London Road  
Buckingham  
MK18 1AT

Tel: 01280 812206

Fax: 01280 822525

Email: [office@buckinghamschool.org](mailto:office@buckinghamschool.org)

Website: [www.buckinghamschool.org](http://www.buckinghamschool.org)

Headteacher: Mr A McGinnes

22 November 2018

Dear Parent / Carer,

### YEAR 9 PARENTS EVENING – ONLINE APPOINTMENT BOOKING

I would like to invite you to attend our Year 9 Parents' Evening on Thursday 29 November 2018. The purpose of this evening is for you to discuss your child's progress with their subject teachers.

The school uses Parent Mail, which includes online parents evening appointment booking system and in order to book these appointments you are required to register. Should you require any instructions on how to register please visit our website [www.buckinghamschool.com](http://www.buckinghamschool.com) selecting "News and Events" followed by "Latest News". Very similar to our previous system ParentMail will allow you to choose your own appointment times with teachers and review / amend these at your convenience.

Once registered within ParentMail additional guidance and support can be accessed using the Parents Help Guide, this is accessed by clicking on the orange "Help" button or entering the following address in your web browser:

<https://parentmail.co.uk/help/parenthelp/applications/parents-evening-manager/>

Please note that parents evening appointments can be made online from FRIDAY 16 NOVEMBER from 4pm, and will close on Wednesday 28 NOVEMBER at 16:00. An email will be generated to you confirming your appointments, once the booking system has closed.

I hope you will take advantage of this opportunity to support your child in achieving their full potential. I look forward to seeing you.

If you do not have access to the internet, please contact Mrs Whitbread on 01280 818923 in Student Centre who will be happy to add appointments on your behalf.

Yours faithfully,

Mr Minns  
Head of Year 9  
Email: [aminns@buckinghamschool.org](mailto:aminns@buckinghamschool.org)

*The Buckingham School is concerned that every student should have the opportunity to attend school activities/obtain equipment, regardless of their financial circumstances. As such, it may be possible to subsidise those students who would otherwise be unable to attend trips/purchase items. Please feel free to write in confidence to Mrs S Gallagher or Mrs K Bones at [office@buckinghamschool.org](mailto:office@buckinghamschool.org), if you wish to seek assistance, or obtain more information about Pupil Premium funding.*

