



# THE BUCKINGHAM SCHOOL A SPECIALIST SPORTS COLLEGE

London Road  
Buckingham  
MK18 1AT

Tel: 01280 812206

Fax: 01280 822525

Email: [office@buckingham.bucks.sch.uk](mailto:office@buckingham.bucks.sch.uk)

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

Headteacher: Angela Wells

22<sup>nd</sup> February 2017

Dear Parent / Carer,

## YEAR 10 PARENTS EVENING

I would like to invite you to attend our Year 10 Parents' Evening on Thursday 9<sup>th</sup> March 2017. The purpose of this evening is for you to discuss your son/daughters progress with their subject teachers.

The school has recently launched ParentMail, which includes an online parents evening booking system. In order to book appointments, you are required to register on ParentMail before midnight on Monday 27<sup>th</sup> February, subsequently parents evening appointments can be made via ParentMail from Tuesday 28<sup>th</sup> February, this booking window will close at 10am on 9<sup>th</sup> March.

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.

Full details regarding registration with ParentMail was sent home last term, however should you require an additional set of instructions, please visit our website [www.buckinghamschool.com](http://www.buckinghamschool.com) selecting "News and Events" followed by "Latest News". Once registered within ParentMail additional guidance and support is available 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/>

If you do not have access to the internet or need further assistance, please contact Mrs Allen on 01280 818 920 who will endeavour of help you.

We look forward to seeing you on the evening and thank you for your continued support.

Yours faithfully,

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**Mr M McElroy**

Head of Year 10

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

