



**Everest**  
**Community Academy**  
To make our best better



Transforming schools... changing lives

5 November 2018

Dear Parent/Carer

**Year 7 Parents' Evening**  
**Thursday 22 November - Online Appointment Booking**

I would like to start by welcoming you to the Everest parent community and express my congratulations to your child on their successful first term at secondary school. The students have made a great start, settling well into life at Everest, and already I am delighted to have seen many notable successes, both in and out of the classroom.

I would like to invite you to attend our first Year 7 Parents' Evening on **Thursday 22 November from 4.00pm to 6.30pm** which will be held in the main hall and library. This evening allows staff, students and parents the opportunity to share progress of the students and their studies at school.

You will be able to book appointments using the online appointment booking system, which allows you to choose your own appointment times with teachers. An email confirmation of your appointments will be sent to you for reference.

Appointments can be made from **6 November at 5:00pm and will close on Tuesday 20 November at 11:00 pm**. Should you wish to make any changes after this date please contact the school office.

Please visit <https://everest.parenteveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with the following information:

**Student's First Name:**           «Forename»

**Student's Surname:**           «Surname»

You will also require your child's date of birth.

If you do not have access to the internet, please contact the school office who will be able to make appointments on your behalf.

If your child is taught by the same teacher for more than one subject, please only book one appointment. The teacher will be able to discuss all subjects at the one appointment.

«Forename» is expected to attend the evening along with yourself, and I would remind you that they need to wear full school uniform.

Yours sincerely

**Mrs J Razzell**  
**Head of Year 7**

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