



13th April 2021

Dear Parent/Carer,

We would like to invite you to discuss your son/daughter's progress and attainment at the SM6 Subject Parent Tutor Evening, which will take place on **Thursday 22nd April** between **4:00pm and 7:30pm** via telephone.

*Due to demand for time slots, if your son/daughter studies **Law, Psychology, Sociology, Applied Science (Y13), Biology or Chemistry**, we have also reserved the evening of **Thursday 29th April** as an additional opportunity to speak with staff in those subject areas. If your son/daughter studies **Criminology or full-time Performing Arts**, a separate arrangement will be made for you to receive a progress update.*

Subject teachers will inform students as to which teacher and which evening they should make an appointment. Once you have made an appointment with your son/daughter's tutor at a convenient time during the evening(s), you will receive a 'phone call in your allotted time period from one of their subject teachers. **Details as to how you do this are overleaf. Please ensure you leave the best contact number in the comments section of the booking and be prepared to answer calls from withheld numbers.** Appointments slots will be allocated on a first come, first served basis. However, we ask that you are by your phone for a fifteen-minute window either side of the booking just in case other phone calls over-run or teachers are able to make the call earlier than expected. If you are unable to make an appointment at a convenient time, please let your son/daughter's teacher know and we will endeavour to make an alternative arrangement.

Thanks in advance of your support.

Kind regards,

The SM6 Team

Email – sm6team@smchull.org

Telephone – 01482 808878

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Executive Head/CEO.
Mr G Fitzpatrick

Head of School
Mr D Perry





Please find below the details for the booking system for the SM6 Subject Parents' Evening;

Go to <http://parents-booking.co.uk/stmaryscollege>

PLEASE NOTE: You need to type this address into your website browser's 'address bar'. Do not try to 'Google' this website address or use a search engine as that will not work. This is a common mistake on phones and tablets especially.

Login to see the appointments that are convenient for you.

To login you will need to enter:

- Your title (Mr/Mrs/Miss) and surname (*these must match those we have on record for you*)
- Your child's first name, surname and date of birth

Please note: The details you enter must match those we have on record for you. If you have not alerted the school to any relevant name changes, we will be expecting you to login with the details you gave us originally.

You will receive a text from the school when the system goes live and it will be open to take your bookings until **Wednesday 21st April at 4:00pm.**

Troubleshooting Tips

- If you cannot login and have tried all the combinations you think we have on file, please contact the school office using the e-mail address at the top of the login page.
- The email address you can enter is only used to receive a confirmation of your appointment. It will not be used as a login 'check'. Your e-mail address is never the reason you cannot login.
- If you have more than one child to make bookings for, and decide not to use the Booking Wizard, you can make appointments one-by-one using the 'manual booking' method. Use the 'Change Child' button on the blue bar (above the school's name, at the top of the web page) to swap between your children.

If you are unable to book at home, please contact sm6team@smchull.org