



# Lode Heath School

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[www.lodeheathschool.org.uk](http://www.lodeheathschool.org.uk)

HEADTEACHER: MS LSUDDON

Dear Parents

December 2018

## YEAR 7 PARENT TEACHER CONSULTATION: THURSDAY 10 JANUARY 2019 EARLY SCHOOL CLOSURE FOR ALL YEAR GROUPS

On Thursday 10 January 2019 the Parental Consultation Evening for Year 7 is taking place from 4pm to 8pm. School will close at 2.05pm for all students on this date.

Given the importance of home/ school relationships and us working together to support your child at school, we ask that you make every effort to attend. This is also an opportunity for you to share any concerns that you have with us. Your child should come with you and be in full school uniform.

We have now implemented an online appointment booking system for which you will require your **parental login for INSIGHT** to make appointments. Your child's login details will not allow access. You can find a guide on how to make appointments with each of your child's teachers on our website and on Moodle as well as how you can access further support should you require it. Paper copies of the guide can be collected from reception. You should contact our IT team directly if you need help with access to INSIGHT or need support with booking appointments. You can contact them via email: [helpdesk@lodeheath.org.uk](mailto:helpdesk@lodeheath.org.uk) or via the telephone on: 0121 711 1219.

Please note that this online booking system will close at midnight on the evening of Wednesday 9 January 2019 so all online bookings must be made **before** this time and will be allocated on a first come, first served basis.

The school will close early to all students on this date but **please note the changed** arrangements: students attend lessons 1 to 4, but lunch will be provided from 12:20-1:05pm (between P3 and 4). Students will be dismissed at 2:05pm. The 73 and 897 buses have been informed and have been booked for 2.05pm. Breakfast, break and lunch refreshments will be available as normal. There will be no clubs or activities after school on Parental Consultation Days.

### Dates for Forthcoming Parents' Consultation Evenings in the New Year are:

Thursday 28 February 2019 – Year 9

Tuesday 19 March 2019 – Year 8

Thursday 4 April 2019 – Year 11 (2)

Wednesday 15 May 2019 – Year 10

### Please note that Staff Training (INSET Days) will be:

Monday 7 January 2019

Monday 25 February 2019

Monday 22 July 2019

Thank you for your encouragement and support.

Yours sincerely

**Ms L Suddon**  
Headteacher

