



Hyndland Secondary School
Lauderdale Gardens
Glasgow G12 9RQ
Phone 0141 582 0130
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www.hyndland-sec.glasgow.sch.uk

Head Teacher
Louise Edgerton Bed Mus (Hons)

LF / SW

16th February 2022

Dear S4 Families,

S4 PARENTS' EVENING – Thursday 24th February 2022 from 4.15 pm

In order to provide you with an opportunity to discuss your child's learning and progress as they prepare for their National Qualifications, we will be conducting our parental meetings for S4 parents/carers via phone call.

HOW ARE APPOINTMENTS MADE?

Appointments can be made via our online booking system.

You should visit <https://parents-booking.co.uk/hyndlandsecondary> to open the booking site, enter the details for the Main Parent which matches the details on our system.

We recommend using the "Suggest Bookings For Me" option which will work out the best order to see your selected teachers.

The system will be open for bookings from **6pm on Thursday 17th February**. A more detailed "how-to-guide" is available on the school website for you to refer to – this can be found under the 'our school section' and 'parents meetings' sub-section.

HOW MANY APPOINTMENTS CAN PARENTS MAKE?

You should review your child's timetable to confirm the teachers they have – most learners in S4 will study eight National Qualification courses – it may not be possible for you to speak to all 8 teachers on the evening, so we would encourage families to prioritise their bookings based upon the most recent tracking report issued in February. If there are any subjects that you have concerns with, we would suggest prioritising these appointments first.

If you are unable to book an appointment with one of your young person's teachers due to there being no available appointments left, we can provide some feedback via your child's Pastoral Care Teacher after the event. If this is the case, please contact your child's Pastoral Care Teacher.

In addition to this there is the option to meet with Pastoral Care if there are specific well-being issues you would like to discuss. Mrs McFarlane, PT Support for Learning, if you would like to discuss any specific learning needs for example if your young person has a formal Additional Support Need or AAA arrangements which are in place for your child's SQA exams.

Vanessa Kokota, one of our school Careers Advisors, who works for Skills Development Scotland, is also available for appointments. We would suggest making an appointment with her if your young person is considering leaving school at the end of S4 or needs some advice with the S5 course choice process that will be undertaken soon.

To help manage time throughout the evening there will be a 10-minute break between appointments for parents and a two-minute break for staff.

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HOW LONG DO PARENTS HAVE WITH EACH TEACHER?

Five minutes. We appreciate this is not very long, however we wish to hold as many interviews as possible in the limited time available. We ask that teachers and parents are as strict as possible in sticking to the timetable.

HOW WILL THE APPOINTMENT WORK ON THE EVENING?

The Main Parent who has made the appointment will receive the phone call. The conversation will be concluded within five minutes to allow the staff member preparation time for their next appointment. If a second parent/carer would like a separate appointment they can contact pastoral care to arrange for this after the evening of 24th February.

WHAT WILL BE THE MAIN PURPOSE OF THE EVENING?

To allow teachers to discuss strengths developed at this stage in S4 and what next steps can be taken to ensure further progress is made. Performance in the recent assessment diet of prelims undertaken in January will be discussed as part of your young person's progress in each subject. If an appointment is booked with Pastoral Care they will provide parents with an overview of how their young person is progressing in their National Qualifications and will be able to support with any specific concerns raised.

IS THERE ANYTHING ELSE I NEED TO KNOW BEFORE BOOKING APPOINTMENTS?

As you book appointments, please ensure that the main contact details which appear on the booking system belong to the person who will take the calls on the evening. If this is NOT the case, please make a comment in the comments box on the booking system – you will be prompted to do this when you log in.

Also, on the evening, almost all if not all calls will come via a withheld number – please remember to ensure the phone receiving these calls can take no caller ID calls.

Please also be aware, if a parent misses a call from a member of staff, due to the number of appointments likely to be taking place that evening, a call back will most likely not be possible. In the event of a missed call, Pastoral Care can assist with relaying feedback to the family after the evening.

HOW DO I KNOW WHICH PASTORAL CARE TEACHER TO MAKE AN APPOINTMENT WITH?

Parents should make appointments with the Pastoral Care teacher for their young person's House.

Mr Squire - Katrine House (4K)

Mrs Mills - Rannoch House (4R1 & 4R2)

Ms Black - Lomond House (4L)

Mr Carstairs - Torridon House (4T)

We look forward to speaking with you on Thursday 24th February.

Best wishes.

L Edgerton - Head Teacher

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