**Date:** 01|11|2023

Dear Parent/Carers,

**RE: Year 11 Parents’ Evening (1) – Thursday 16th November 2023**

The first Year 11 Parents’ Evening will be taking place on **Thursday 16th November 2023**. The evening will start at **4:30pm** and will finish at **7:00pm**.

This is an important evening, where you will have the opportunity to meet your child’s subject teachers and discuss their progress following their recent tracking assessment.

Please be aware that to guarantee an appointment with your child’s teacher, you will be required to request a time through our Edulink One System. Subject teachers will prioritise those students with an appointment – please also note that some appointment slots may overrun – teachers will try to run to time as best they can.

Appointment slots will be available to book from **Thursday 9th November 2023.**

Edulink can be downloaded onto a mobile device, or accessed via the internet [www.edulinkone.com](http://www.edulinkone.com). If you require any assistance, please contact Front Reception immediately. If you had already booked an appointment with a subject teacher previously before the date change, this slot will need to be re-booked. Should you have any questions, please send an email to [office@sydneyrussellschool.com](mailto:office@sydneyrussellschool.com) and someone will be in contact with you.

We look forward to seeing you then.

Yours sincerely,

**Miss F. Costin**  
Associate Assistant Vice Principal