

18 January 2018

Dear Parent/Carer,

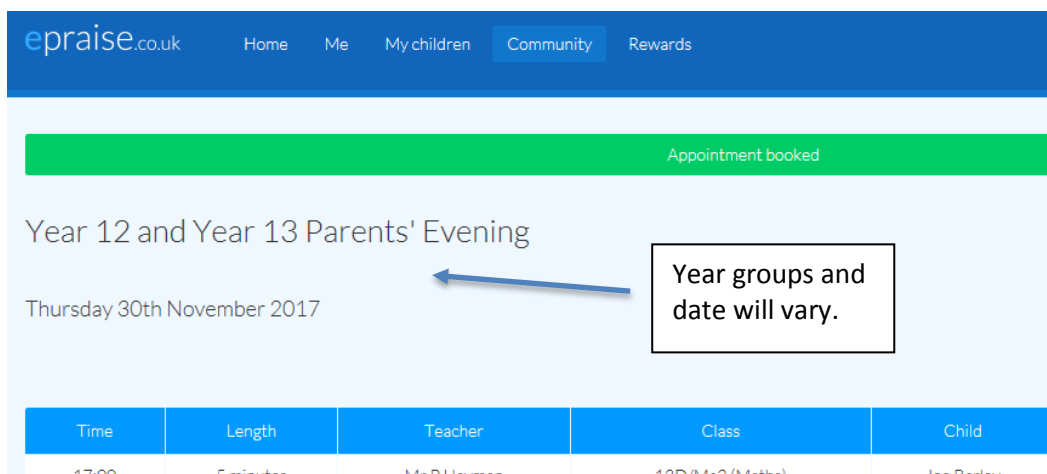
PARENTS' EVENING – THURSDAY 8 FEBRUARY

I would like to invite you to our **Year 8 Parents' Evening on 8 February**. The evening will give you the opportunity to meet the subject teachers of your son/daughter and discuss how they are doing in individual subjects. Teachers will also be able to advise you how your child can best develop knowledge, skills and understanding in order to keep on track to secure their expected results when he/she comes to take exams.

I hope that appointments will be able to be made with all the teachers you wish to see, but you will appreciate that some members of staff will be very busy and unable to meet with the parents of all of those whom they teach. If you would particularly like feedback from a teacher with whom you have not been able to make an appointment, please contact the School and we will arrange for that teacher to telephone you.

I look forward to seeing you on the evening. In the meantime, if you have anything that you would like to discuss, please do not hesitate to contact me.

Appointments will be made for this Parents' Evening using Epraise, which is a new system we wrote to you about earlier this year. If you would like a reminder on how to log in please see the information at the end of this letter.



epraise.co.uk Home Me My children Community Rewards

Appointment booked

Year 12 and Year 13 Parents' Evening

Thursday 30th November 2017

Year groups and date will vary.

Time	Length	Teacher	Class	Child
17:00	5 minutes	Mr P. Homan	12D/Ms2 (Maths)	Leo Barlow

Once you are logged in:

1. Click on 'Community' (on the blue bar across the top of the page) and then click 'Parents' evenings.'
2. Click on the Parents' Evening you want to book for and then click 'Book appointment.'

3. From the drop down menu select the teacher you want to see and then click the time slot. If a teacher already has another appointment they will show as 'Unavailable.'
4. Once you have made an appointment your 'Schedule' will be built and you can see the appointment(s) you have made.
 - a. You can add more appointments by clicking 'Book appointment'
 - b. You can use the 'Print schedule' button to print it out in a paper format to bring with you on the night.

A full user guide (with pictures) is available on our website here:

<https://public.droitwichspahigh.worcs.sch.uk/SitePages/Epraise.aspx>

NB: each of your child's teachers is listed. Therefore, in most subjects there are two or three teachers listed. Please feel free to make an appointment to see each teacher if you wish but there is often no need to do so because the department will be sharing information about student progress on each part of the course internally.

Students cannot book appointments themselves using Epraise; all appointments must be made using parent or teacher accounts. This means that you can, if you wish, send instructions with your child to make an appointment with a teacher. Once they have done this it appears on your account online.

I hope you find the new system a much more convenient and efficient way of organising appointments.

Yours faithfully,



N J Waters
Headteacher

How to log in to Epraise

Go to www.epraise.co.uk, click Login, select our school **and select Parent**. Enter the email address that this email has been sent to.

If you have logged in before use the password that you set.

If you have not, leave the password field blank. You will set up your own password on the next screen.

Once you have logged in using the website you can also download the Epraise app for either iOS or Android from the Apple App Store or the Google Play Store.