



13 December 2021

Dear Parent/Carer

**Year 13 Consultation Evening – Thursday 20 January 2022 – 4.00pm-7.00pm**

I hope that you and your family are well. Following the conclusion of the Year 13 autumn term mock examination programme I am writing to update you on the distribution of results and our upcoming parents' evening event. Following a robust set of assessments your child will be issued with a report on Friday 17 December 2021 which includes their mock grade, an end of Year 13 predicted grade and staff feedback with regards to their attitude towards learning. A digital copy will be emailed directly to you for your reference and the information within this report will be discussed at length during our forthcoming parents' evening event.

As mentioned in earlier communication, we are now using our School Synergy platform for parents' evening appointments. The attached leaflet gives some details of how to do this [Parents' Evening - Guide](#), or follow the instructions below:

- Log into Synergy (<https://heanorgate.schoolsynergy.co.uk>) using the account you have recently set up.
- Click the Parents' Evening tab in the top right corner.
- You should then be able to see a list of your child's subjects/teachers available for appointments. As you click on each of these, you will be given a list of available appointments for that teacher. Simply click on the time slot you would like and the appointment will be in the system. This can then be repeated for your child's other subjects.

The appointment system has gone live on School Synergy today and we ask that you make appointments by 9.00am Monday 20 December 2021. If you need any help in making appointments or you cannot access Synergy, please contact [monicaburrows@heanorgatespencer.com](mailto:monicaburrows@heanorgatespencer.com)

It is our current intention for the Year 13 consultation evening to be a face to face event. To ensure a reduced capacity within venues and to support social distancing we have increased the amount of spaces being used, with the evening taking place in the Sixth Form block, new gym and our beauty salon. We will have a number of safety protocols in place including the wearing of masks, socially distanced seating and readily available hand sanitiser.

If you are unable to attend this event or have any concerns, please do not hesitate to contact Monica Burrows using [monicaburrows@heanorgatespencer.com](mailto:monicaburrows@heanorgatespencer.com)

Yours sincerely

**Mr R Graham**  
**Head of Sixth Form**