



10 December 2021

Dear Parent/Carer

Year 9 Parents' Evening - Online Appointment Booking

I would like to invite you to attend our Year 9 Parents' Evening on Wednesday 12 January 2022 2021 from 4.30pm to 7.30pm. This is an important evening and provides you with an opportunity to meet with your child's subject teachers.

The school has an easy to use online appointment booking system. This allows you to choose your own appointment times with teachers. You will receive an email confirming your appointments.

The online booking system is now open and closes on Tuesday 11 January at midnight.

Please visit <https://buttershaw.parentseveningsystem.co.uk> to book your appointments. A short guide on how to add appointments is included with this letter. Log in with the following information:

- **Your details - first name, surname and email address**
- **Your child's details - first name, surname and date of birth**

Yours sincerely

S Warrington

Ms Sam Warrington
Head of Year 9
Buttershaw Business and Enterprise College



AMBITION



RESILIENCE



COURTESY



KINDNESS