January 2019

**Year Eleven Parents’ Evening**

**Monday 14th January 2019**

Dear Parents / Carers,

We would like to invite you to attend a Parents’ Evening on **Monday 14th January**, where you will have the opportunity to meet with your child’s teachers to discuss how your child performed in the Mock Exams in December, and to discuss their current progress and how they can best prepare for their GCSE examinations in May and June.

You can also make appointments to see your child’s form teacher, Head of Year, our Pupil Support team, our SEN Co-ordinator, our Head of English as an Additional Language and the Career Adviser.

Please complete the attached reply slip to indicate which staff you would like to meet with. Your child will then make appointments with individual members of staff.

Yours sincerely

J Armstrong

Head of Key Stage Four

**Year 11 Parents’ Evening**

**Monday 14th January 2019**

Name of Child………………………………………………………………….. Form………………………..

Please indicate which times you are available:

|  |  |
| --- | --- |
| 4:00 - 4:30pm |  |
| 4:30 - 5:00pm |  |
| 5:00 - 5:30pm |  |
| 5:30 - 6:00pm |  |
| 6:00 - 6:30 pm |  |

Please complete the form to indicate which members of staff you wish to see.

Your child will then make the appropriate appointments with each staff member.

|  |  |  |
| --- | --- | --- |
| **Subject** | **Name of member of staff** | **Time of appointment** |
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