

**Principal:** Mrs L Monk – BMus (Hons) **Specialisms:** Science, Performing and Creative Arts

LMO/CA

14th November 2017

Dear Parent(s)/Carer(s)

**Year 11 Parents' Evening – Tuesday 28<sup>th</sup> November 2017 – 4.30 p.m. – 7.00 p.m.**

We take pleasure in inviting you to come to school on Tuesday 28<sup>th</sup> November 2017, to meet members of staff who teach your child and to discuss their progress, potential and attainment.

Parents Evening will be held on the ground floor in the Dining Room, Sixth-Form Centre and EG classrooms between 4.30 p.m. and 7.00 p.m. Please sign in at the desk in Reception.

If students would like to come with parents/carers we shall be very pleased to see you together. Ideally we would like to see a representative from each family. If it is impossible for parents to attend, then we are asking students to come on their own behalf.

The evening will be organised by means of an appointment system. The appointment sheet is on pages 19 and 20 of your child's planner and he/she should make appointments on your behalf to see the appropriate teachers. **It is essential that your child brings their planner to the Parents' Evening.** Please indicate on this page, if necessary, the time slot you would like your appointments for; i.e. 4.30 pm – 5.30 pm, 5.00 pm – 6.00 pm, 5.30 pm – 6.30 pm or 6.00 pm – 7.00 pm.

Mrs Carrier, Director of Learning Support will be present on the evening if you wish to speak with her. Please ask your child to make an appointment if this is required. The Careers Advisor will also be present on the evening if you wish to discuss their future employment with the Careers Service.

We look forward to meeting you.

Yours sincerely



Mrs L Monk  
Principal