

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

LMO/CA

9<sup>th</sup> May 2018

Dear Parent(s) / Carer(s)

### Year 9 Parents' Evening

Tuesday 22<sup>nd</sup> May 2018 – 4.30 p.m. – 7.00 p.m.

We take pleasure in inviting you and your son/daughter to come to school on Tuesday 22<sup>nd</sup> May 2018 to meet members of staff who teach your child and to discuss their progress, potential and attainments.

This is an opportunity for you to discuss both this matter and your child's general progress with the members of staff who teach him/her.

The meetings 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.

The evening will be organised by means of an appointment system. The appointment sheet is on pages 19/ 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 son/daughter brings his/her planner to the Parents' Evening.** Please indicate on this page, if necessary, the time slot you would like your appointments for; e.g. 4.30 p.m. – 5.30 p.m., 5.00 p.m. – 6.00 p.m., 5.30 p.m. – 6.30 p.m. or 6.00 p.m. – 7.00 p.m.

Mrs Carrier, Director of Learning Support will be present on the evening if you wish to speak with her. Please ask your son/daughter to make an appointment if this is required.

We look forward to meeting you.

Yours faithfully



Mrs L Monk  
Headteacher