

MBY/CA

25<sup>th</sup> October 2018

Dear Parent(s)/Carer(s)

**Year 11 Parents' Evening – Tuesday 13th November 2018 – 4.30 p.m. – 7.00 p.m.**

We take pleasure in inviting you to come to school on Tuesday 13<sup>th</sup> November 2018, 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.

Mr Choudhury, the Birmingham Secondary Collaborative Leader and Mr Banton, our Ambassadorial Advisory Group Chair will be present on this evening if you wish to speak with them.

Mrs Carrier, Director of Learning Support will also 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. 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



Mr M Berry  
Senior Assistant Headteacher