

MBY/CA

14<sup>th</sup> January 2019

Dear Parent(s)/Carer(s)

**Year 10 Parents' Evening – Tuesday 29<sup>th</sup> January 2019 – 4.30 p.m. – 7.00 p.m.**

We take pleasure in inviting you to come to school on Tuesday 29<sup>th</sup> January 2019, 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 page 20 of your child's planner and they 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 the page in the planner, if necessary, the time slot you would like your appointments for; i.e. 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.

The Careers Advisor will also be present on the evening if you wish to discuss your child's future employment with the Careers Service.

If your child has not returned their work experience form, could you please ensure that this is returned to school as soon as possible.

We look forward to meeting you.

Yours sincerely



Mr M Berry  
Senior Assistant Headteacher