

7th February 2020

Dear Parent(s)/Carer(s)

**Year 8 Parents' Evening – Tuesday 3rd March 2020 – 4.30 p.m. – 7.00 p.m.**

We take pleasure in inviting you to come to school on Tuesday 3<sup>rd</sup> March 2020, 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.

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.

We look forward to meeting you.

Yours sincerely



Dr J Bartlett  
Headteacher