



Ref: Wordpool/Administration/Parentsevening2017

Date: 6 January 2017

Dear Parents / Carers

**PARENTS' CONSULTATION EVENING (8A AND 8B) – THURSDAY 26 JANUARY 2017 4.30PM – 7.30 PM**

On behalf of the teaching team, we would like to invite you and your son/daughter to the Parents' Consultation Evening on Thursday 26 January 2017 between 4.30pm and 7.30pm.

This is a particularly important opportunity for you to meet formally with individual subject teachers who will be able to provide you with up-to-date information on your youngster's progress and offer advice for next steps. It is also an opportunity for you to discover ways in which you, as parents, can provide support and we very much hope that you will be able to attend.

The evening will be held in the Refectory, where you will be able to meet with teachers of main subjects. It is important that your youngster accompanies you so that they are entirely aware of their next steps, and they should bring their planners in order to make notes. Students will be expected to attend in their school uniform.

We have attached an Appointment Booking form (PC1) which should be completed together with your youngster's teachers during weeks commencing 9th January 2017 and 16th January 2017. The appointments last a maximum of five minutes in order to ensure that every parent and student have opportunities to speak to the relevant teachers during the evening. If you have any particular concerns, we would recommend you email your child's mentor.

Please note that we have very limited parking facilities for visitors on school grounds and so would ask that you park considerately nearby, bearing in mind the need to cause as little inconvenience to our neighbours as possible.

We very much look forward to meeting you again and continuing our three-way partnership so that each and every one of our students can reach his or her full potential.

Yours sincerely

Mrs Jo Brake

Acting Deputy Head Teacher