



January 2017

Dear Parent,

Years 8 & 9 Parents Afternoon

Parents are requested to attend meetings on Tuesday 17th January to meet with subject teachers to discuss your child's progress in their particular subjects. Children are expected to attend this meeting with parents as it is an opportunity to discuss the expected targets for your child moving forward for the rest of the academic school year. **Parent's afternoon will take place between 2.00pm and 6.30pm. Please note we require all pupils to attend in full school uniform, as this is a learning environment. Also school will be closed for lessons for all pupils from 1.00pm. Buses will leave at this time.**

Students are required to make five minute appointments with subject teachers. These will be issued on a first-come, first-served basis, therefore if there are particular teachers you wish to see, please ensure your child is aware of this and encourage them to make an appointment as soon as possible.

Tutors, Year Leaders and Senior members of staff will be attending only in their capacity as subject teachers, so if there are any other issues you need to raise with them, please telephone the school to discuss it either before or after the Parents' Evening.

All teachers will be located in the Dining Room. If you park at the front of the school, could you please access the back of the school and the Dining Room by using the path between the end of the Sports Hall and the hedge, as internal access via reception will be locked at 4.00p.m. Should any parent have difficulty with access arrangements, please contact school to inform us.

We look forward to seeing you.

NB: Parents Evenings for Year 7 will take place on Tuesday 14th February. On this date, schools will close to pupils at 1.00pm. Buses will leave at this time.

Yours sincerely,

MR. K. Simpson

Head Teacher

✂-----

Name of pupil:..... Tutor group:.....

We/I will/will not be attending the Years 8 & 9 Parents' Evening on Tuesday 17th January 2017. *(please delete as applicable)*

Signed:.....parent/carer Date:.....

