

Our Ref: 010/14

16th January 2014

Dear Parent/Carer

YEAR 10 PARENT CONSULTATION MEETING – Wednesday 22nd January 2014

As you are aware and as published on the School Calendar, the Parents' Meeting for students in Year 10 will be held on Wednesday 22nd January from 3.45 – 6.45 p.m. and we invite your son to be present with you at this discussion of his work and progress with members of staff.

Disabled students and parents are welcome at our school. Should you or your son require special arrangements to be made to enable you to access the Evening, please contact your son's Head of Year, Mr Lightfoot; we will do whatever we reasonably can to help.

Your son should attend in his normal uniform. If your son is unable to get home and return with parents because of the time factor, he may remain in school until you arrive.

Students can make appointments in lessons with those teachers you wish to see – please see list overleaf. Your son will record these appointments on the Parent Consultation Teacher Appointment Sheet in his Student Planner (Page 47). On this important occasion it is essential that Parents and students make themselves available for about 2 hours and try not to crowd all their appointments into a 30 or 45 minute period.

Staff have been asked to limit discussion time to 5 minutes and we seek your co-operation in order to avoid long delays for other parents.

We hope that all parents will have completed their appointments by 6.45 p.m, when a bell will ring to signal the end of the consultation evening.

Parental attendance at the consultations is excellent, normally, 96/97% and we hope to maintain, if not better, these figures in years to come. However, if you are unable to attend the meeting, and are worried about your son's progress, please do not hesitate to contact Mr Lightfoot, Head of Year, at any time. In the meantime please sign and return the reply slip below to the school office as soon as possible.

Yours sincerely



Mr S Brierley
Principal

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REPLY SLIP – YEAR 10 PARENT/CARER CONSULTATION MEETING – Return to School Office

Name: _____

Form: _____

I/We have received the invitation to the Year 10 Parent Consultation Meeting on Wednesday 22nd January.

Signed: _____(parent/carer)

Date: _____