

Our Ref: 163 14

25th November 2014

Dear Parent/Carer

YEAR 11 PARENT CONSULTATION MEETING –WEDNESDAY 10th DECEMBER 2014

The first Parents' Meeting for students in Year 11 will be held on Wednesday 10th December 2014 from 3.45 – 6.45 p.m. and we invite your son to be present with you (in full school uniform) 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.

Please note, most staff will be available in the new block of the school – i.e. Rooms 51, 52 and 53. The Science Department will be in the Resources Centre and any parents/carers who have appointments with Art teachers, should make their way up to the Art Department.

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. 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 at any time. In the meantime please sign and return the reply slip below to the school office tomorrow.

Yours sincerely



Mr S Brierley
Principal

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REPLY SLIP – YEAR 11 PARENT/CARER CONSULTATION MEETING – Return to School Office

Name: _____

Form: _____

I/We have received the invitation to the Year 11 Parent Consultation Meeting on Wednesday 10th December 2014.

Signed: _____(parent/carers)

Date: _____