



February 2012

Dear Parent

Year 10 Parents' Evening

A meeting for you to discuss your son/daughter's progress with Form and Subject Staff will be held in the Main Building between:

4.00 p.m. and 6.30 p.m. on Tuesday 21st February 2012

and you are cordially invited to attend. An appointment system will be operated for this event and your son/daughter will need to arrange appointment times with Staff using the form on page 149 in the Student Planner. (I would like to stress the point that we will need to keep to the appointment times, if the system is to work efficiently.)

May I also bring to your attention the fact that several members of Staff teach more than one group of Year 10 pupils and to enable Staff and parents to discuss all pupils' progress some appointments will have to be rather short. Mrs Longman, Careers & Higher Education Adviser, will be available to discuss career options and work experience arrangements. Pupils are expected to attend wearing full School uniform and should bring along their Student Planner.

This is a crucial stage in your child's education, it is vital that a good start is made to GCSE courses, and I hope that you are able to attend. Please telephone the School Office if you would like to book an appointment to speak to me as Director of Studies or, if issues arise on the evening please approach me.

Please will you acknowledge your receipt of this letter on the attached reply slip by Tuesday 7th February 2012. I would like to thank you in advance for your continued support.

Yours sincerely

P A Johnson
Director of Studies, Year 10

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To be returned to Form Staff by Tuesday 7th February 2012

Year 10 Parents' Evening – Tuesday 21st February 2012

Pupil's Name Form

I am/We are* able/unable* to attend the Parents' Evening on Tuesday 21st February 2012

Signature of Parent Date

*Please delete as necessary