



Bexley Grammar School
Danson Lane, Welling, Kent, DA16 2BL
A Specialist Language College
and IB World School
Tel: 020 8304 8538

Headteacher: Mr S C Elphick

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April 2017

Dear Parent

Year 7 Parents' Evening

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

4.00 pm and 6.30 pm on Tuesday 2nd May 2017 (latest arrival time: 5.30 pm)

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 152 in the Student Planner. **Please note that the latest arrival time for this event will be at 5.30 pm.** For the system to work efficiently and to avoid possible delays, we need everyone to endeavour to keep to their allocated times. I would therefore like to suggest that students make alternating appointments with teaching staff (e.g. 4.00 pm, 4.10 pm, 4.20 pm).

May I also bring your attention to the fact that in one or two subject areas, members of staff teach more than one group of Year 7 students and, therefore, will only be able to see parents if there are specific concerns. Students are expected to attend in full school uniform and should bring along their Student Planner. I would also recommend bringing their spring report, which they received the week before the Easter break.

The Parents' Evening online questionnaire will be sent out via ParentPay on Tuesday 2nd May and should take no longer than 2 minutes to complete. We would be grateful for your response by noon on Thursday 4th May 2017.

Entry to the Parents' Evening will be through the main gate at reception. Please sign in on arrival and out at departure. For this event, a limited number of parking spaces will be available in the car park closest to Danson Park (please return to the road to enter through the reception gate).

Please will you acknowledge your receipt of this letter on the attached reply slip by Thursday 27th April. I would like to thank you in advance for your continued support.

Yours sincerely

E Crawford
Director of Key Stage 3

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To be returned to Form Staff by Thursday 27th April

Year 7 Parents' Evening – Tuesday 2nd May 2017

Pupil's Name Form

I am/We are* able/unable* to attend the Parents' Evening on Tuesday 2nd May 2017

Signature of Parent Date

*Please delete as necessary