

11 June 2019

Dear Parent/Guardian

**Year 7 Parents Evening – Wednesday, 19 June**

We have pleasure in inviting you to a Parents' Evening for Year 7 pupils on Wednesday, 19 June, from 4.00 to 7.00 pm to discuss your child's progress.

I would encourage you to attend this evening to discuss your child's recent progress towards meeting target levels, homework, quality of work and work ethic. Subject teachers will be there to provide advice regarding how best to support your child with learning in their subject. It is imperative that your child attends with you, in full school uniform.

Attached is an appointment sheet for your child to book discussion time with their teachers and we would ask that you monitor its completion in the forthcoming week. As with every Parents Evening we would appreciate your support in adhering to the five minute appointment slots and allotted times provided.

Please acknowledge receipt of this letter and provide an indication of your intention by completing the reply slip below and returning it to your child's progress leader.

We look forward to seeing you and appreciate your continued support in ensuring your child maximises their potential.

Yours sincerely



**Mr N Gee**  
**Assistant Headteacher**

**REPLY SLIP: YEAR 7 PARENTS EVENING – 19 JUNE** (Return to progress leader by 14 June)

Name of pupil: \_\_\_\_\_ Form: \_\_\_\_\_

- I/we will be attending the Year 7 Parents Evening.  
Or  
 I/we will **not** be attending the Year 7 Parents Evening and require a telephone call to arrange a meeting. The best telephone number to call me on is .....

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name (Parent/Guardian): \_\_\_\_\_



**Parents Evening  
Pupil Appointment Sheet**

**Wednesday, 19 June 4.00pm – 7.00pm**

Time	Teacher Name	Subject
4.00		
4.05		
4.10		
4.15		
4.20		
4.25		
4.30		
4.35		
4.40		
4.45		
4.50		
4.55		
5.00		
5.05		
5.10		
5.15		
5.20		
5.25		
5.30		
5.35		
5.40		
5.45		
5.50		
5.55		
6.00		
6.05		
6.10		
6.15		
6.20		
6.25		
6.30		
6.35		
6.40		
6.45		
6.50		
6.55		

Make an appointment with **ALL** of your teachers from **EVERY** subject area. Leave at least a 5 minute gap between each appointment to allow your parents to move to the next teacher.

**Staff will be located in the following classrooms –**

English Hu1 | Maths Hu2 | Science Hu3 | Humanities Hu4 | ICT & Computer Science MFL1 | PE MFL1 | Languages MFL2 | Creative Arts Mu2 | Technology & Art The Glass Room |