

10 January 2019

Dear Parent/Guardian

Year 8 Parents Evening – Wednesday, 23 January

We have pleasure in inviting you to a Parents' Evening for Year 8 pupils on Wednesday, 23 January, 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.

Your child has been given an appointment sheet 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 8 PARENTS EVENING – 23 JANUARY (Return to progress leader by 18 Jan)

Name of pupil: _____ Form: _____

- I/we will be attending the Year 8 Parents Evening.
Or
- I/we will **not** be attending the Year 8 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): _____

