



LEARNING CHANGES LIVES

Dear Parent/Carer

Year 11 Parents' Evening: Thursday 14th November 2019 (4pm – 7pm)

We would like to invite you and your child to Parents' Evening on Thursday 14th November between 4pm and 7pm when you will be able to meet with your child's subject teachers to discuss how they have settled in to Year 11 and their academic progress.

In order to help with the organisation of the evening each pupil in Year 11 is asked to prepare his/her own appointments. A blank appointment sheet has been issued to your child and is to be completed by Monday 11th November at the latest. Although making appointments is the responsibility of your child, I hope that you will check to see that appointments are made to your satisfaction.

We urge you to take advantage of this opportunity for you and your child to meet each of your child's teachers to discuss the best ways to help them achieve.

To confirm your attendance please complete and return the slip below to the Administration Office by Monday 11th November 2019.

We look forward to seeing you.

Yours faithfully,

Mrs Willis
Year 11 Achievement Coordinator

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Please complete and return this slip to the Administration Office by Monday 11th November 2019.

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Name of Child: _____ Tutor Group: _____

- I confirm that I **will be** attending Parent's Evening
- I confirm that I **will be unable** to attend Parents' Evening

Signed: _____ Date: _____
(Parent/Carer)