

**Head Teacher:**  
**Martin Hill B.Sc. Hons, NPQH**  
Chester Road, Helsby,  
Frodsham WA6 0HY  
Tel: 01928 723 551  
Email: [head@helsbyhigh.org.uk](mailto:head@helsbyhigh.org.uk)  
[www.helsbyhigh.org.uk](http://www.helsbyhigh.org.uk)

15 March 2019

Dear Parents/Carers

**Year 8 Consultation Evening - Wednesday 17 April 2019**

The Parents/Carers' Consultation Evening for Year 8 will take place on **Wednesday 17 April 2019**. We hope that we shall have the pleasure of welcoming you to school on that date to discuss your son's/daughter's academic and general progress with those members of staff who teach him/her. Your child will make appointments for you to see staff **between 4.00pm and 7.00pm. Students are encouraged to attend and take part in the discussions.**

Staff will be asking your child to make the usual arrangements, i.e., appointments of five minutes' duration. Appointments will be spread across a number of adjacent locations in school, including the main Hall and the Canteen. On the evening, please arrive at the main school entrance to sign in and obtain specific location details.

Subject teachers will have the latest information on your child's Student Profile, the most recent version of which should currently be available for you to view online via INSIGHT. If you have misplaced your username or password for INSIGHT please contact the school office, who will be happy to send a reminder to you. (Phone number above or [INSIGHT@helsbyhigh.org.uk](mailto:INSIGHT@helsbyhigh.org.uk) )

Mr Whitfield, Key Stage 3 Student Support Coordinator will be available in the school entrance area to take any messages and pass information to the Form Tutor/Year Leader, in the case of any queries which require following up.

We would ask all parents to respect the five minutes allocated. To avoid disturbance during interviews, we would be most grateful if mobile telephones could be switched off. We appreciate your co-operation in these matters. Parents/Carers are advised that the coach park on the side of the school is lit. If you have a temporary or permanent mobility problem and require special parking arrangements, please ring the school office and we will endeavour to meet your needs.

We hope that you will be able to be with us on this important evening and that you will find it a productive occasion.

We look forward to welcoming you.

Yours faithfully



P Howe  
(Key Stage Leader)



P Hogg  
(Year 8 Leader)

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(Please detach and return to Form Tutor by **Friday 22 March 2019**)  
**Year 8 Consultation Evening - Wednesday 17 April 2019**

Name of Student ..... Form .....

I acknowledge receipt of your letter dated 15 March 2019. I/We will/will not be attending.

Signed ..... Date.....