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October 2019

Dear Parents/Carers

Year 8 Consultation Evening - Wednesday 13 November 2019

The Year 8 Consultation Evening will take place on **Wednesday 13 November 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 **4.00 pm and 7.00pm**. **Students are encouraged to attend and take part in the discussions.**

Along with subject staff; Mrs Turner, Progress and Pastoral Leader and members of the school Leadership Team will be available to discuss any general issues, which you may wish to raise. We will be asking your child to make the usual arrangements, ie, appointments of five-minute duration, ideally with a five-minute break to allow you to reach your next appointment on time. Appointments will take place in the School Hall, Break Out Space, Canteen and 'A' Block classrooms. We would ask all parents to respect the maximum of five minutes allocated per appointment.

To avoid disturbance during conversations, we would be most grateful if phones could be switched off. Thank you for your co-operation in this matter. 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 endeavor to meet your needs.

We do 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 on the evening.

Yours sincerely,

Mrs N Turner
Progress and Pastoral Leader

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(Please detach and return to Form Tutor)

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Name of Student Form

I acknowledge receipt of your letter. I/We will/will not be attending.

Signed Parent/Carer Date

