



Learning Today for a Better Tomorrow

26th February 2019

Dear Parent/Carer

Year 9 Subject Teacher Consultation Evening: Tuesday 12th March 2019

A Year 9 Consultation Evening will take place on Tuesday 12th March from 3:20pm to 7:00pm, which will enable you to discuss your child's progress with their subject teachers.

Please note:

- Students are responsible for arranging parents' evening appointments.
- Please make it clear to your child which teachers you wish to see.
- Appointments will be on a 'first come first served' basis. As such, please encourage your child to make an appointment **as soon as possible** to avoid any disappointment.

Please use your child's planner to indicate your preferred time slot. It would also be helpful if this could be within a range of times. Your child's teachers will then endeavour to meet your requirements and return the planner to you with details of your appointments. If you are not able to attend, we would appreciate you indicating this on the same page, so we know you have received this invitation.

We look forward to seeing you and encourage your child to attend too.

Yours sincerely,

Miss E. Collins
Deputy Headteacher