

8th January 2019

### **Year 11 Parents' Consultation Evening**

Dear Parents/Carers

You are warmly invited to school on Thursday 17<sup>th</sup> January 2019 to discuss your daughter's progress with her teachers, (4.30 pm - 7.30 pm). Your daughter will be given an appointment sheet which she will complete at school with the help of her teachers.

Appointments will be for 5 minutes' duration with each subject teacher (times on the appointment sheet are set 10 minutes apart for administrative purposes). It may not be possible for some teachers to see the parents of every girl they teach, as they may well teach more than one class in the year group. Please discuss your daughter's lessons with her and, if necessary, prioritise which teachers should be seen.

If you are unable to see a particular teacher on Parents' Evening, and you feel that there is a problem you would like to discuss, then a subsequent appointment can be made in school time.

We would recommend that pupils be present at this Parents' Evening, as we feel it would be most beneficial in the final lead up to their GCSE examinations. Year 11 reports will be published by Wednesday 16<sup>th</sup> January, if possible we advise that you spend some time reading through these via Go4Schools in preparation for Parents' Evening.

Please reply via email to confirm you are able to attend by **Monday 14<sup>th</sup> January 2019**. We look forward to seeing you on Thursday 17<sup>th</sup> January 2019.

Yours sincerely

Mr A Dudley	Mr H Pandya
<b>Deputy Headteacher</b>	<b>Assistant Headteacher</b>