

4th May 2018

Dear Parent/Guardian

**YEAR 7 PARENTS' EVENING**  
**Tuesday 15th May 2018 5.00 – 7.30PM at the Upton Lane Site**

I am writing to invite you to the Year 7 Parents' Evening which is being held on:

**Tuesday 15th May 2018**  
**5.00 – 7.30pm**  
**Upton Lane Site**

Parents' Evening is an excellent opportunity for you to meet with your child's subject teachers and discuss his/her strengths and areas for improvement. It is important that your child accompanies you so that he/she can participate in the discussion of their academic achievement with his/her teacher.

You will be able to collect your child's latest report. Therefore it is very important that you attend this evening.

I also recommend that you take the time to speak with your child's Form Tutor to discuss their attendance and punctuality. Heads of House and the Educational Welfare Officer will also be present as will members of the Senior Leadership Team.

You will also receive a Data Collection Sheet in your envelope. Please check the contact details on the sheet. If anything is not correct or out of date, please change and return to the school office on parents evening.

Parents' Evening is also a key event in helping ensure your child achieves maximum academic progress at this crucial stage of his/her education and I look forward to seeing you on **Tuesday 15<sup>th</sup> May**. If you have any queries regarding this evening please do not hesitate to contact me.

Yours sincerely



Matthew Walkinshaw  
**Assistant Headteacher**

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Reply slip (please return the slip to form tutors.)

**Year 7 Parents Evening Tuesday 15th May 2018**

Name of pupil \_\_\_\_\_ Form \_\_\_\_\_

I/ we will/will not be able to attend.

Signed \_\_\_\_\_ Date \_\_\_\_\_