

Dear Parent/Guardian

YEAR 9 PARENTS' EVENING
Tuesday 12th June 2018 5.00 – 7.30PM at the Upton Lane Site

I am writing to invite you to the Year 9 Parents' Evening which is being held on:

Tuesday 12th June 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. Members of the Senior Leadership Team, Heads of House and the Educational Welfare Officer will also be present and available if you need to discuss any other issues.

Due to the busy nature of Parents Evening appointments with teachers should last no longer than five minutes. If a longer discussion is needed please contact the school to arrange a further meeting after the Parents Evening where you can discuss any issues in more depth.

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 If anything is not correct or out of date, please change and return to the school office on parents evening.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 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 12th June**. The parents meeting will close at 7:30pm so please ensure that you arrive at least 30 minutes before the end of the evening to guarantee seeing your child's teachers. If you have any queries regarding this evening please do not hesitate to contact me.

Yours sincerely



Matthew Walkinshaw
Assistant Headteacher