

Our ref: ALS/LL/SSA

3<sup>rd</sup> January 2017

Dear Parent/Carer

**RE: Year 10 Consultation Evening**

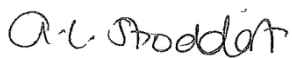
We would like to invite you and your son/daughter to the Year 10 Parents'/Carers' Consultation Evening on Thursday, 12<sup>th</sup> January 2017 in The Evershed Building to enable you to discuss with staff the progress your child is making.

Appointments with staff will be arranged by your son/daughter. Each interview is planned to last up to five minutes, but your son/daughter is advised to plan for five minutes between interviews. As these evenings are very busy, particularly for staff who have more than one class, it is essential these times are kept to. Please discuss appointments with your son/daughter. The attached list will then be completed by your son/daughter as soon as possible.

Please arrange your appointments between 4.00pm and 6.00pm. It may not be possible for you to obtain an interview with all the staff that you wish to see. If there are any problems and you fail to see a member of staff that you consider a priority, please refer the matter to the KS4 Progress Leader Mrs Lynch, Mr Church Deputy Headteacher or myself prior to or on the evening.

Car parking is available at Evershed.

Yours sincerely



Annabel Stoddart  
**HEADTEACHER**

Enc

*Everyone a Learner Everyone Learning.*

**YEAR 10 CONSULTATION EVENING – THURSDAY, 12<sup>th</sup> JANUARY 2017**

Dear Student

Please see each of your subject teachers and arrange a suitable appointment time and make a note of it below, allowing 5 minutes per interview and that the time for interviews spans 2 hours, 4.00pm until 6.00pm.

Thank you.

Yours sincerely



Mrs L Lynch  
**KS4 PROGRESS LEADER**

	<b>Name of Teacher</b>		<b>Name of Teacher</b>
4.00	_____	5.00	_____
4.05	_____	5.05	_____
4.10	_____	5.10	_____
4.15	_____	5.15	_____
4.20	_____	5.20	_____
4.25	_____	5.25	_____
4.30	_____	5.30	_____
4.35	_____	5.35	_____
4.40	_____	5.40	_____
4.45	_____	5.45	_____
4.50	_____	5.50	_____
4.55	_____	5.55	_____
		6.00	_____

*Everyone a Learner Everyone Learning.*