



8th December 2010

Dear Parent/Guardian

**Year 9 Parents' Evening
Thursday 6th January 2010 – 4.30pm to 7.00pm**

I am writing to invite you to our Parents' Evening on the above date. As you are aware, your child has started their GCSE, BTEC and Vocational Courses.

On this evening you will not only have the opportunity to collect your child's report but you will also be able to speak to their Subject Teachers, Form Tutors and Head of Year.

As a parent you will understand the importance of knowing how your child has worked since the last Parents' Evening and how you can help them progress further. These evenings are an important link between home and school.

If you are unable to attend this important Parents' Evening I would be grateful if you would arrange to come into school at another time to collect the report and discuss how your child is progressing, but unfortunately you will not be able to see their individual subject teachers.

We do not give reports to children to take home as we feel it is very important to discuss the content of the report with parents/guardians.

Should you require help with translation this will be available or, if you wish, you can bring a member of your family along.

Please complete the form below and return the slip attached by Wednesday 15th December.

I cannot impress upon you enough the importance of your support for your son or daughter and we look forward to seeing you.

Yours sincerely

B Mallinson

**Mr B Mallinson
Head of Student Progress – Year 9**

Name of Student Form

Please tick one of the following:

I will be present at Parents' Evening

I will be unable to attend but will make an alternative appointment

Signed

Date