



Headteacher: Mrs L Ayling BA (Hons) NPQH

January 2018

Dear Parents/Carers

Year 11 Progress Evening – Thursday 25 January 2018

I would like to invite you to the Year 11 Progress Evening which will take place on **Thursday 25 January between 16.30pm – 19.00pm**. The evening will be an opportunity for you to discuss your daughter's progress, recent trial examination performance and GCSE prospects with her subject teachers. This will be the last formal opportunity that you will have to meet with subject staff prior to the GCSE examinations; therefore, it is essential that you attend.

On return of the attached reply slip your daughter will be issued with an appointment card. She will take this to her subject teachers who will indicate which 5-minute time slot they will be available to meet with you.

As I teach Year 11, I am unable to offer additional appointments during the evening. If you would like to speak to me then please call the school during the normal working day and I will get back to you as soon as possible to discuss any concerns, you may have and to arrange an additional meeting if necessary. You may also like to contact me by email, tange@prentonhighschool.co.uk.

Please return the reply slip by **Wednesday 17 January** at the latest.

We do hope you can join us on **Thursday 25 January** and look forward to welcoming you to the school.

Yours faithfully

Mr E Tang
Year 11 Progress Leader

REPLY SLIP – Please return to the form tutor no later than Wednesday 17 January

YEAR 11 PROGRESS EVENING Thursday 25 January 2018

Student's Name: _____ Form: _____

I/We will be able to attend **I/We will be unable to attend**

Parent/Carer: _____ Date: _____

Contact No: _____ Email: _____

By signing this letter, I am confirming that I have parental responsibility for the child named.