



Headteacher: Mrs L Ayling BA (Hons) NPQH

May 2018

Dear Parent/Carer

Year 10 Progress Evening – Thursday 21 June 2018

We would like to invite you to the annual Year 10 Progress Evening which is taking place on **Thursday 21 June, 4.30pm – 7.00pm**. This is an opportunity for you to meet with subject teachers and discuss your daughter's progress. You will also receive a copy of your daughter's recent trial exam results and Progress Update 3 when you arrive at school. We would appreciate it if you could encourage your daughter to accompany you in order for us to discuss her progress together.

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. The meetings will take place in the main hall or the immediate vicinity and in order for the evening to run smoothly and for queues not to build up it is important that all concerned try and keep to the allocated times.

As Progress Leader I am always available to speak with you, if you have any concerns, please do not hesitate to contact me.

We look forward to welcoming you to school.

Yours faithfully

Ms C Craven
Year 10 Progress Leader

REPLY SLIP: to be returned to school by Friday 8 June 2018 please

YEAR 10 PROGRESS EVENING – Thursday 21 June 2018

Student's Name: _____ Form: _____

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

I/We require an appointment with Mrs Major (Assistant Head of Learning support/SENCo)

Parent/Carer: _____ Date: _____

Contact No: _____ Email: _____

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