

26th November 2021

Dear Year 13 Parents/ Carers,

Re: Year 13 On-Site Parents' Evening, Wednesday 15th December 2021

This form needs to be returned to your child's form tutor on Monday 29th November AM

We are writing to invite you to attend your child's parents evening on **Wednesday 15th December**.

Appointments will take place between 1.30pm and 5.30pm. You are invited to meet with your child's individual subject teachers throughout this time period. This is an opportunity to learn about your child's attitude to learning, strengths and areas for development in individual subjects. You will also learn more about your child's university application and the next steps on this front.

Year 13 is a crucial moment in your child's education. This is particularly true for this year's year 13s, for whom it is the first time they will sit formal exams and this event provides the opportunity to learn more about their progress. We therefore strongly encourage all families to attend with their child on this day. Your child will leave school at 1pm on this day to allow teachers time to prepare and will be expected to return to school to join you for their appointments.

Your child will be responsible for booking appointments at times convenient to you as a family. Please discuss with your child the best time to book appointments.

We will make every effort to ensure all subject teachers are available. However, there are some teachers who teach many pupils in both Year 11 and Year 13. Appointments with these teachers will be issued on a first come, first served basis but you are of course encouraged to get in touch with any teachers you are unable to see by email to arrange a meeting at a mutually convenient time.

Please fill in the form below and return to school with your child on **Monday 29th November**. We understand that every family's situation is different, so if there are reasons that make attendance

on **Wednesday 15th December** impossible, please outline these below so we can work with you to make alternative plans.

Yours faithfully,
Siobhan Crompton
Vice Principal, Secondary Curriculum

Child's Name:	Child's Form:
Please tick one option	
We are able to attend parents' evening	We are not able to attend parents' evening
Details (where relevant)	
Signed	Relationship to child: