



3rd November 2014

Dear Parent/Carer,

Year 10 Parents' Evening – Tuesday 11th November 2014

You are invited to the Year 10 Parents' Evening, which will take place on Tuesday 11th November 2014 at the school.

This is a vitally important evening at which you will be able to meet your child's teachers and discuss your child's start to their GCSE studies. The evening will start at 4.30pm and continue until 7.30pm.

An appointment sheet will be given to your child in order to make appointments on your behalf. Although your child will be able to indicate a preference for times at which you would like to be seen, please understand that there are many parents to see and so it is not possible to guarantee any particular time slots.

Please complete and return the slip below to your child's form tutor to confirm that you will be able to attend. If you are unable to attend please contact me, on ext 2146 so that an alternative appointment can be arranged for you.

Yours sincerely,

Mr S Murphy
Head of Year 10

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Return to Office

Name of Student: _____

Form: _____

I will be attending the Parents Evening

I will be unable to attend the Parents Evening

Name of Parent: _____

Signature: _____