

Cardinal Pole Catholic School

205 Morning Lane, London E9 6LG
P 020 8985 5150 www.cardinalpole.co.uk

16th January 2014

Dear Parent/Carer,

End of Key Stage 3 Exams

Your son/daughter will be sitting his/her End of Key Stage 3 Examinations from Monday 27th – Wednesday 29th January. The timetable for these examinations is enclosed.

The School start and finish times will be unchanged on these days and so when <Pupil Name> is not taking an exam, normal timetabled lessons will continue.

To help the smooth running of each exam, each pupil will be seated in the same position for each exam in the sports hall. Your son/daughter will receive their timetable and seating number in an exam preparation assembly on Friday 17th January.

Please support your son/daughter by ensuring that he/she spends as much time revising for these examinations as possible over the next week. Decisions regarding your son/daughter's option choices may be affected by their performance in these examinations.

Please ensure that your son/daughter is fully equipped to sit these exams: pens, pencils, ruler, calculator, compass, protractor, eraser, sharpener and that they revise over the next few days as much as possible.

Parents Evening-Thursday 27th February 2014

You are also invited to the Year 9 Parents' Evening, which will take place on Thursday 27th February 2014. This is an important evening at which you will be able to meet your child's teachers and discuss their progress. 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 the form tutor to confirm that you will be able to attend by Wednesday 22nd January 2014.



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Options Evening-Wednesday 5th March 2014 6pm-7pm

You are invited to the Year 9 Options Evening which will take place on Wednesday 5th March. This is an important evening at which you and your son/daughter will receive information and guidance with regards to choosing options for their GCSE study.

It is imperative that you attend in order to fully support your son/daughter in making the right choices for their options.

Please complete and return the slip below to your son/daughter's form tutor to confirm that you will be able to attend by Wednesday 22nd January 2014.

With thanks for your continued support.

Yours sincerely,



T Gunning
Head of Learning Yr 8 & 9

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Return to Form Tutor by Wednesday 22nd January 2014

Name of Student: _____ Form: _____

Year 9 Parents' Evening - Thursday 27th February 2014

I will be attending the Parents Evening

I am unable to attend the Parents Evening

Options Evening- Wednesday 5th march 2014

I will be attending the Options Evening

I am unable to attend the Options Evening

Name of Parent: _____

Signature: _____

