

RE: Year 11 Parents' Evening

Dear Parent/Guardian,

I am writing to invite you to our final Year 11 Parents' Evening on **Thursday 31st March 2022**. We expect there to be 100% attendance as this will be the final opportunity to meet with your child's subject teachers, discuss progress and receive final mock examination results. Please can we request that you attend the evening with your child so that your child knows how to close gaps and improve outcomes.

Enclosed you will find an appointment sheet for your son/daughter to make appointments on your behalf with their subject teachers. The first available appointment is at 4.15p.m. with the last available appointment time being 7.05 p.m.

Please note: each appointment is for 10 minutes in order to allow staff to see all parents.

We look forward to seeing you at Parents' Evening and should you have any queries regarding this, please do not hesitate to contact me at school.

Yours sincerely,

Miss S. Masoud
Head of Year 11

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Please complete the reply slip and return to Form Tutors by Friday 28th March 2022

We/I, the parent/guardian ofin **Year 11**

We/ I will/will not be attending Parents' Evening on **Thursday 31st March 2022**

Parent/Guardian signature:

Date:

Year 11 Parents' Evening Thursday 31st March 2022

Appointment Sheet: 4:15pm – 7:15pm

Name: _____ **Form: 11** _____

Time	Subject/Teacher
4:15	
4:25	
4:35	
4:45	
4:55	
5:05	
5:15	
5:25	
5:35	

Time	Subject/Teacher
5:45	
5:55	
6:05	
6:15	
6:25	
6:35	
6.45	
6:55	
7:05	