



January 2020

Dear Parent/Carer

**Invitation to Year 11 and Year 13 Parent and Student Consultation Evening
Thursday 13 February 2020, 4.00– 6.00p.m**

I write to invite you to the above mentioned consultation evening in order to provide you with the opportunity to discuss your child's progress, achievements and practice exam results.

Please find attached an Appointment Booking Form to help you plan your evening of appointments. Students are responsible for agreeing the time of the appointment with their subject teachers. Students will also receive a copy of this appointment sheet from their Vertical Mentor. If you wish to meet with the Year 11 Student Support Officer, Miss Smith, or Mr R Wilson, SLT lead for Year 11, appointments can be made by contacting them via the school reception (01423 548800). If you would like further advice and guidance about next steps, post 16 or 18 application forms and the bespoke support that we can offer, please visit the Sixth Form Centre to meet with Ms Ashby or myself.

It is not an expectation that you see all teachers; however, please take this opportunity to make appointments with any members of staff whom you wish to see. Likewise, staff may also request an appointment.

Yours faithfully

**Mr L Wilson
Assistant Head**