January 2019

Dear Parents/Carers

You are cordially invited to a meeting for parents of Year 11 pupils to discuss your child’s progress. Pupils are expected to attend this meeting which will take place on Thursday 17th January, from 4.30pm to 7.30pm.

In an attempt to alleviate overcrowding and to cut down on queuing time, an appointment system is being arranged. Pupils will be given a blank appointment card, which they will present to their teachers so that they can fix a mutually acceptable time.

A large numbers of parents will be attending this meeting and therefore interviews are scheduled to last for three minutes. The purpose of the evening is to discuss your child’s progress and effort in all subject areas. If you wish to discuss issues other than your child’s progress, please contact the Pastoral Assistant Mrs Pritchard to arrange a different appointment time.

**Please can I respectfully ask that parents park on the staff car park at the front of school rather than on the roads surrounding the school.** There will be a one way system in operation during the evening to alleviate congestion around the school.  Cars may enter Rookery Avenue but must leave via Townfield Avenue, as directed by our signage and parking officers.  Additional parking is available at the rear of the school, accessed via St Oswald’s Road and at St Oswald’s Church car park.  Please refrain from parking in the adjacent streets to allow flow of traffic and minimise disruption for our neighbours.

I would appreciate it if you would kindly complete the reply slip below and return it to your child’s form teacher as soon as possible.

Yours faithfully

Mrs A Doolan

Year 11 Senior Learning Co-ordinator.

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**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form\_\_\_\_\_\_\_\_\_**

**I/We will/will not be attending the Y11 Parents’ Evening on Thursday 17th January.**

**Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Parent/Guardian.**