

Our Ref: PGR/CRN/EW/g:adminparentseve11/12

January 2012

Dear Parent/Carer

**YEAR 9 PARENTS AND PUPILS CONSULTATION EVENING**

A Consultation Evening for the parents/carers of Year 9 pupils will be held on **Wednesday, 25 January 2012** between 4:00 pm and 7:00 pm in the school's **South Building**. We hope that you will attend this event with your child so that we can discuss the progress made to date and the areas to be developed over the remainder of the year.

To use the time available as effectively as possible, a system of consultation by appointment is in place. To book, please sign your child's planner on the appointment page also completing and returning the reply slip below or, alternatively, you can reply upon receiving your 'Schoolcomms' text, stating your child's name and form; or click reply on your e-mail, again stating your child's name and form. Your son/daughter should then take his/her planner to their subject teachers and arrange **five minute** appointments.

Staff will have full schedules for the evening and unfortunately, consultations without appointments will not be possible. Please ensure that your son/daughter makes the appointments you require in good time and that you remember to bring the planner with you as there is no copy. Please note, teaching staff will be arranged within subject groups in the South Hall, S31 and South Gym.

During the course of the evening there will be an opportunity to attend a briefing session on Options at Key Stage 4 in S49. This will be with Mr Wright (Advanced Skills Teacher 14-19 Provision) and Mr Ellam (Joint Headteacher) and there will be four sessions as below:

**4:00 pm                      5:00 pm                      5:40 pm                      6:30 pm**

Your child should 'blank out' one of these 20 minute briefings in their appointments schedule so you may attend at the appropriate time.

Parents are reminded that the main car park is situated to the right as you enter the main gates. Disabled spaces are clearly marked at the front of the building. Parents/carers are asked to park considerately and avoid parking on the grass or blocking drives, especially around the rear of South Building. I look forward to seeing you on 25<sup>th</sup> January.

Yours sincerely

P Gallagher

**Mr P Gallagher**  
Joint Headteacher

✂-----

**REPLY SLIP - YEAR 9 PARENTS AND PUPILS CONSULTATION EVENING**

**Please complete and return to your child's Form Tutor no later than Friday, 13<sup>th</sup> January 2012**

Pupils Name \_\_\_\_\_ Form \_\_\_\_\_

I have received the Year 9 Consultation Evening letter and \*I / we will / \*will not be attending. \*please delete as applicable

**(Please note, if you require a paper copy, your child can collect one from Pupil Point – South Building)**

Signed \_\_\_\_\_ Parent/Carer                      Date \_\_\_\_\_