

Y9 Parents / Carers

26<sup>th</sup> January 2018

Dear Parent/Carer

I would like to remind you about the rescheduled Y9 Parents' Evening on Thursday, 8<sup>th</sup> February from 4:00 pm – 7:00 p.m. Your son/daughter should already have made appointments, which can be kept. If the appointments sheet has been misplaced they should see their form tutor to get a new one and class teachers to rearrange appointments.

It is intended that you and your son/daughter will have the opportunity to talk to subject teachers to ascertain academic progress and determine future action which will lead to your son/daughter attaining his/her potential in all subjects.

Meanwhile, I would be very grateful if you would complete the attendance form below and return it to your son/daughter's form tutor.

If you have any queries, please do not hesitate to contact me.

Yours sincerely



**Miss L Jones**  
**Assistant Vice Principal**

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**Reply Slip**

I will/will not be attending the Y9 Parents' Evening on Thursday 8<sup>th</sup> February 2018.

My son/daughter's name is: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

Signed: \_\_\_\_\_  
Parent/Carer