



Dear Parent/Guardian

Year 9 Parents Evening Wednesday 27th February

I am writing to invite you to the Year 9 Parents Evening on Wednesday 27th February. As your son/daughter approaches the end of key stage 3, this will provide you with an opportunity to meet with your child's subject teachers, to discuss progress towards targets and their expected outcomes. It is also an ideal opportunity to discuss how they have progressed this year and how best you can support them.

Appointments will be made with subject teachers between 4pm and 6.30pm for this evening. Your son/daughter will have been given an appointment sheet with this letter and it is their responsibility to complete it.

Please return the slip attached to your child's form tutor before Tuesday 26th February, to confirm your receipt of this letter and your attendance at parents' evening. If you are not available on the night and would like to arrange a meeting with their Continent Leader during the school day, please indicate below and they can contact you to arrange an appointment.

We thank you for your help, support and co-operation and look forward to seeing you on the evening.

Yours sincerely,

Mr. D Lord
Continent Leader for The Americas

Student Name		Year		Form	
I/We will be available for an appointment on the night <input type="checkbox"/>					
I/We will not be available for an appointment on the night <input type="checkbox"/>					
I/We would like to arrange a meeting with the relevant Continent Leader during a school day <input type="checkbox"/>					
Signature (Parent/Guardian)					