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22 January 2014

RE: YEAR 11 STUDENT-PARENT-TEACHER CONFERENCE 18 FEBRUARY

Dear Parent/Guardian,

As you may have seen in our school calendar, we are holding a Student-Parent-Teacher Conference for Year 11 on Tuesday 18 February. This will run from 4:00pm to 7:00pm and will take place in our secondary campus. It provides an opportunity to discuss your son or daughter's progress with their subject teachers.

Your son or daughter will make a series of appointments with individual teachers over the course of the next few days. Please make sure they know if there are particular times that you would prefer, or that you need to avoid. Students are expected to attend with their parents, as the opportunity for open, three-way communication between student, teacher and parent is very valuable.

A good way to start these discussions is to have a copy of last year's tracker report with you; you will then have a point of reference as to your son or daughter's progress at the end of last term. If you are new to the school it will be a good idea for your son or daughter to ensure they know what work they must make up from last year.

This is the last opportunity parents will have to meet staff formally before our Year 11's take their (I)GCSE exams, I would urge parents to make as many appointments with teachers as possible. Please also engage in conversations with your sons and daughters beforehand regarding coursework and their perceived progress in each subject.

I look forward to seeing you on Tuesday 18 February.

Best wishes

Paul Kelly
Assistant Head (KS4)

Daniel Grocott
Head of Year 11