



18<sup>th</sup> October 2018

Dear Parent/Carer

**KS4 and KS3 Tutor Evening – Thursday 1<sup>st</sup> November 4.00pm – 6.30pm**

We would like to invite you to attend the above Tutor Evening on Thursday 1<sup>st</sup> November 2018.

During the evening you will have the opportunity to meet with your child's tutor to discuss current progress. It is also an opportunity for parents and carers to obtain an overview of how well their son or daughter is performing in their subject areas. The tutor will be able to answer any queries you may have and, if necessary, will follow up anything which cannot be answered on the night.

Heads of House and members of the Senior Leadership Team will also be available during the evening to discuss any issues.

If you are able to attend the evening please access the schools website where you should select the Parent's Evening button on the front page. The length of each appointment is five minutes and will give the opportunity for open discussion regarding subject and/or any other issues, queries or concerns you might have. Your son or daughter will advise you of the times arranged.

If you have any specific concerns regarding your child's progress in a particular subject, it would be helpful if you could communicate this to your child's tutor in advance of the evening by email. Tutor email addresses can be found on the reverse of this letter.

We look forward to welcoming you on Thursday 1st November 2018.

Yours sincerely

Mr N Richards  
Assistant Headteacher