

13th December 2022

Re: Year 11 Parents' Evening

Dear Parent,

You are invited to attend a **Year 11 Parents' Evening** on **Monday 16th January** from **16.00 – 19.00 p.m.**

After reviewing the practice in 2020, the following changes have been made:

- Appointments will **not** be allocated in advance of the evening, since they rarely worked in practice, but also to facilitate accessibility.
- Subject departments will be spread across **two** areas – Theatre and Main Hall - to aid congestion and privacy.
- Following receipt of your child's Achievement Report on **Friday 13th January**, parents are asked to prioritise seeing up to a **maximum of eight subject staff**, particularly those subjects where they have concerns about their child's attainment and/or progress.
- Staff have been advised to keep meetings to approximately **5 minutes** in length to allow more parents to be seen throughout the evening, particularly for those staff teaching multiple classes.

Yours sincerely,



Mr. N. Houchen
Principal