Thursday 3rd March

Dear Parents and Carers

I am writing to you with regard to Parents’ evenings for the Spring Term. Parents evenings are a great opportunity to discuss progress and attainment as well as raise any concerns that you may have. We are now able to conduct face to face Parents Evenings and these will take place on the **14th and the 21st of March.**

Parents’ evening will begin at **3.15** and will finish at **4.30** and will be organised in the following manner:-

* If your child is in Primary you can contact school via email, text or phone to book a time with your child’s teacher on either the 14th or 21st March. This will be for around 15 minutes.
* If your child is in Key Stage Three, years 7-9 then you can come into school anytime between 3:15 and 4:30 on the 14th of March. Teachers will be in their classrooms and you will be able to visit them during this time. On arriving at school you will be provided with a list of your child’s teachers and the subjects they teach. Feel free to walk around school to visit these teachers.
* If your child is in Key Stage Four, then you can come into school on the 21st March anytime between 3:15 and 4:30 to have a face to face conversation with all of child’s teachers. You will be provided with a list of teachers and the subjects that they teach.

If you have any questions, please don’t hesitate to get in touch with the school.

Yours Sincerely

Lee Davis

Head of School