Tuesday 1st November 2022

Dear Parents and Carers

I am writing to you with regard to Parents’ evenings for the Autumn term. Parents evenings are a great opportunity to discuss progress and attainment as well as raise any concerns that you may have. We will be conducting face to face Parents Evenings and these will take place on the **7th and 8th of November.**

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 7th or 8th November. This will be for around 10 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 7th November. 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 Year 10-11 , then you can come into school on the 8th November 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