

Dear Parent/Carer

**YEAR 9 PARENTS'/CARERS' EVENING – THURSDAY, 12 January 2012**

There will be a Parents'/Carers' Evening on Thursday, 12 January 2012, when you will have an opportunity to meet your child's subject teachers. I hope you will be able to attend as this is your opportunity to discuss in detail your child's progress and areas for development in each subject area.

Please indicate at the bottom of this letter which staff you would like to see and when you would like to attend. Your child should then make the necessary appointments in school with each of the subject teachers you would like to see. Meetings will take place in the Canteen and the Sports Hall and a seating plan will be provided for you when you arrive at reception.

Please can you inform the school if any person attending the Parents'/Carers' Evening will need additional assistance with access to the building on the night, or with any other aspect of the evening.

Yours faithfully

**S McMahon  
Principal**

**STUDENT'S NAME:** \_\_\_\_\_ **FORM:** 9 \_\_\_\_\_

I would like to see:

Teacher	Time: Staff to complete	Teacher	Time: Staff to complete
1 English		5	
2 Maths		6	
3 Science		7	
4		8	

My preferred range of times is (please tick ONE ONLY)

4.15pm – 6.15pm	4.45pm – 6.45pm	5.15pm – 7.15pm