

April 2018

Dear Parent/Carer

Re: Year 10 Record of Achievement

Please find enclosed your son/daughter's Record of Achievement for his/her GCSE subjects. I hope you find it informative and helpful. There will be a Parents' Evening for Year 10 parents on Tuesday 1st May 2018 from 3:45pm to 6:30pm. This is an important occasion for Year 10 students at this stage of their GCSE courses and I hope that you can take the opportunity to meet with individual subject teachers to discuss your son/daughter's progress.

All appointments on the parents' evening will be in the Main Building. On this occasion, subject staff will be in the following rooms:

- Hall:** PE, Science, English, Art, Drama, Music and Head of Year
- Gym:** Hair and Beauty, Health and Social Care, Maths, French and German
- E9:** ICT
- H3/H4:** Technology
- Library:** Geography, History and R.S.

Ushers will be on hand to help you find your way. **Please will you sign in at the front entrance upon arrival and initial against your name on exit.**

Please find enclosed an information sheet explaining our online appointment booking system and a reply slip which should be returned promptly to your son/daughter's tutor.

This next year is very important for all Year 10 students. I look forward to seeing every student make the most of all opportunities offered by, and through, the school. I hope that, with your support and encouragement through the rapidly approaching examination period, all the students will achieve their highest standard.

I look forward to seeing you.

Yours faithfully

Mr C Elward
Head of Year 10

Rec17/18/CLR/Letters

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Reply Slip: **To be returned to tutor as soon as possible.**

Student's Name: **Tutor Group:**

I acknowledge receipt of the letter detailing the Year 10 Parents' Evening on 1st May 2018

I shall/ shall not be attending; I understand I need to book appointments online.
I enclose the completed questionnaire.

Signed:
Parent/Carer

Date:.....