

Our ref: OFA/CHD/TDY

29 June 2016

Dear Parent/Guardian

Year 7 Parents' Evening

Year 7 is almost at an end and after a fantastic first year and we would like to update you on your child's progress. With this in mind, a parents' consultation evening has been arranged for **Wednesday 13 July 2016**. I believe that this is a great opportunity for you to meet staff and to review your child's first year as well as making plans for year 8.

From **4.15 pm**, parents are invited to collect your child's report from Room 29 (there will be students on hand to show you the way). This will enable you time to read the report before meeting with subject staff. Light refreshments will be available during the evening.

From **4.30 pm-6.30 pm**, year 7 teaching staff, form tutors and senior staff will be available to meet with you to discuss your child's progress; you can come along at any point between those times.

Please complete the reply slip below and return to student reception. Do not hesitate to contact me for further information. I look forward to seeing you there.

Yours faithfully

T Daly

Mr Daly
Progress year leader for year 7

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REPLY SLIP

Name: Form:

I am able/unable* to attend year 7 Parents' Evening on Wednesday 13 July 2016.

Signed:

**Please delete as appropriate*

