

10th November 2015

Dear Parent/Carer

We would like to invite you to a Parent Subject Consultation meeting on **Wednesday 2nd December 2015** from **3.30pm until 6.30pm in the Sports Hall.**

Attached is an appointment sheet for your child to collect and record appointment times with their subject teachers over the coming week. Each appointment will be 5 minutes long.

This evening will provide you with the opportunity to meet with your son/daughter's subject teachers to discuss their progress, targets and behaviour.

Your son/daughter will be responsible for making appointments with their subject teachers.

Please could you kindly sign and return the reply slip below to your child's form tutor or main reception to confirm if you are able to attend or not.

Yours sincerely,

Raj Kaur

Year 8 Achievement Leader

I will / will not (delete as appropriate) attend a Parent Subject Consultation meeting on Wednesday 2nd December 2015 from 3.30pm until 6.30pm.

Child name Class

Name of Child.....Form.....

I would like my child to meet with the following subject teachers:

(PLEASE LET YOUR FORM TUTOR KNOW YOU ARE MAKING APPOINTMENTS)

SUBJECT	TO SEE YES/NO	TIME OF APPT	TEACHER
Maths			
English			
Science			
History			
Geography			
MFL			
RE			
Technology			
Art			
PE			
Drama			
ICT			
PSHCEE			