



153-157 Commercial Road
London
E1 2DA

020 3597 3670

24 November 2017

Dear Parent or Carer,

Re: Year 10 Parents' Evening: Wednesday 6 December 2017, 4:30pm - 6:30pm

I am writing to invite you to the forthcoming Wednesday 6 December 2017. The evening will take place in school on the first floor between 4:30pm and 6:30pm. This is an important event for your child and we hope that you will attend with your son or daughter as there will be the opportunity for you to discuss your child's progress with each individual subject teacher. The subject teacher will identify your child's areas of strength and areas for development and can provide ideas about how to support them at home with their studies. Individual appointments with subject staff will last approximately five minutes and every effort will be made to keep to time. If you require a further discussion, another appointment can be made with your child's subject teacher for a later date. There will also be a presentation by the Headteacher which will include important information that will give you insight into what your child can expect during the academic year. **These presentations will take place in the Basement Cafe at 4:45pm and 5:30pm, and you are expected to attend one of these.**

Please can you complete the reply slip below and return it to the Student Post Box at Reception by **Wednesday 29 November 2017** to indicate your attendance.

Please be aware that **page 125 of your child's planner** is their page to make their teacher appointments. Please ensure that you bring their planner with you as your child will complete this page with a list of their appointments with their subject teachers in preparation for the evening. If you are unable to attend on this date, please contact your child's Tutor or Head of House.

Enclosed with this letter is a booklist with recommended revision books. The school has managed to negotiate a favourable price and will place a bulk order. If you wish to take advantage of this offer, we recommend that your child **returns this form, together with payment, to the School Office before Parents' Evening.** We look forward to seeing you on Wednesday 6 December.

Yours faithfully,

Serra Sanders, Assistant Headteacher

Year 10 Parents' Evening – Wednesday 6 December 2017

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

I/We are able/not able to attend Year 10 Parents' Evening.

Parent or Carer's Signature:

Date



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