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Principal: Mrs J Lowry-Johnson BA (Hons)

Dear Parent/Carer,

**Re: Year 9 Progress Evening**

At this stage in the year, when we are in the final terms of Key Stage 3, it is vital we provide you with an update of your child's progress and how they can prepare for their final KS3 assessments as these will determine their setting at Key Stage 4. It is also a perfect opportunity to discuss potential option choices with the subject staff to gauge suitability before completing your form, deadline for this is the day after, so feel free to hand it in that evening if your wish.

Therefore, we would like to invite you to a Progress Evening with your child's subject teachers on **Thursday 13<sup>th</sup> February between 3.30pm and 7pm**. This evening will be a face to face meeting with each subject teacher in the main hall and gymnasium.

Can I please ask that you go onto our website under the 'Parents' section and book a time slot with each of your child's subject teachers. This will be a 5-minute slot in which you will receive; a summary of your child's current progress to date and targets of how they can improve their grades and prepare for the upcoming assessments. You will also be able to look through some of their class books to see the quality of work they produce. Staff will also let you know how you, as parents, can support them also. The bookings will close on **Wednesday 12<sup>th</sup> February at 3pm**.

The Heads of Year, Assistant Head of Year and our Attendance officers may also contact you to arrange a meeting during the course of the evening. Please ensure you attend these meetings as they are vitally important.

Our careers connect adviser will also be available for students and parents to speak to during the evening, particularly in light of the recent options evening you will have attended. If you have any queries regarding your child's next stages of education then please make sure you speak to our adviser.

Any further questions, please do not hesitate to contact the school.

Yours sincerely,

*Mrs Johnson*

Vice Principal

