

# Tudor Grange Samworth Academy

## A Church of England School



22nd November 2017

Dear Parent/Carer

We are pleased to invite you to our Year 10 Parents Meeting on Thursday 30<sup>th</sup> November 2017, from 3.45pm to 5.45pm.

This will be an opportunity for parents and students to meet all subject teachers, with the focus being on how we can work together to support achievement.

The focus of the discussion will be on your child's progress against his/her targets for the year ahead. All appointments will last for approximately five minutes.

Please complete the slip and return it to your child's form tutor. An appointment sheet will then be issued to your son/daughter to make appointments on your behalf. We understand that work and other commitments sometimes make it impossible to attend on the evening, we would ask you to complete the slip so that the form tutor can contact you to make a more convenient appointment.

Please see the relevant guidance notes to support you on the evening.

- All parents **must** sign in at Reception.
- Appointments **must be kept to five minutes** to avoid delays on the evening. Arrangements can be made for you to continue with the conversation at another time.
- If you wish to have a more prolonged discussion in complete confidence you may want to make an appointment to see a teacher later in the evening or at a later date.
- We encourage parents and students to use the Parents Meeting productively and to make notes on what is being said so your child can put 'advice into action'.
- Tea and coffee is available in the main hall.
- Please ask your child to tell their Form Tutor as soon as possible if you are not able to come along on the evening.

We look forward to seeing you.

Yours sincerely

Mr A Bannon  
Oxford College Leader

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### Year 10 Parents' Meeting

Student Name: ..... Tutor Group: .....

YES, we will be attending

NO, unfortunately we are unable to attend the Parents Meeting but we would welcome another appointment

Signed: ..... (Parent/Carer) Date: .....

Please return this slip to your child's form tutor

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