

Tudor Grange Samworth Academy

A Church of England School



10th January 2018

Dear Parent/Carer

We are pleased to invite you to our **Year 11 Parent's meeting** on Thursday 25th January 2018, 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 in preparation for GCSE examinations.

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

Please complete the slip and return it to your child's form tutor. We understand that work and other commitments sometimes make it impossible to attend on the evening, so if this is the case, 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 time 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 his 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 11 Parents' Meeting

Student Name: Tutor Group:

YES, we will be attending.

NO, unfortunately we are unable to attend Parents evening but we would welcome another appointment (please tick if required)

Signed: (Parent/Carer) Date:

Please return this slip to your child's form tutor

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