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JNr/CCt

September 2018

Dear Parent/Carer

Year 10 Parents' Evening – Wednesday 10th October 2018

I would like to take this opportunity to invite you to attend the Year 10 Parents' Evening which will be held on the evening of **Wednesday 10th October 2018** and will commence at 4.30pm and finish at 7.30pm.

I cannot stress enough, the importance of clear communication between subject teachers and parents or carers; it is an invaluable opportunity for you to discuss the progress that your child is making and to seek advice about how you can support them in achieving their full potential.

Talks will take place in the Lecture Theatre at **5:00pm** and **6:00pm** the focus of which will be linear GCSEs.

In addition to appointments with subject teachers, there will also be an opportunity to speak to members of other school support teams. Whilst these staff do not usually require an appointment time, it would be helpful if you could indicate whether you would like to meet with them on the evening by completing the reply slip below.

Please make sure that...

1. Your son or daughter knows what time you are able to attend.
2. He/she is making appointments with all of the necessary teachers – The appointments can be recorded on pages 40 and 41 in the student planner. There is also space to record which information talk you would like to attend, pupils can then avoid booking appointments during the talks.
3. He/she **leaves 5 minutes between appointments** to allow you time to move between teachers.
4. **Your reply slip is vitally important to us in planning how we can support you.** Please make sure it is **returned to Form Tutors** by **Friday 5th October 2018**.

Please be aware that there are limited parking spaces at Rodillian, we would ask that you please refrain from parking in the disabled parking spaces and the parent and child parking spaces in front of the Children's centre. Should you require access to either of these areas, you will be required to show a Blue Badge parking permit or a Children's centre pass to park temporarily in the parent and toddler area.

Yours faithfully

Mr J Naylor
Deputy Director of KS4 – Head of Year 10

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Reply Slip: **Please return to FORM TUTOR** no later than **Friday 5th October 2018**

Student Name: **Form:**

I will / will not be attending the Parents' Evening on **Wednesday 10th October 2018** (*Please delete appropriately*).

I would also like the opportunity to speak to staff from the following support teams (please indicate):

The S.E.N. team The Attendance Team Head of Year

I hope to attend between ____: ____ pm and ____: ____ pm

Parent/Carer: (Please sign) **Date:**