JK/CO/PASTORAL/PARENTSEVENING/Y9/2016/PARENTSEVEJAN16 14th January 2016

Dear Parent/Carer

The Year 9 Parents’ Evening will be held on **Thursday 4th February 4.00pm – 7.00pm**. This evening is an opportunity to discuss your child’s progress, exam performance and option choices with their individual subject teachers. Please check that your child is making appointments with their teachers on your behalf. We would appreciate your support in adhering to the following:

* Please attend the evening in order to support your child’s progress.
* Please find attached a copy of your child’s timetable so that you are aware of who teaches them and who you may wish to see on the evening.
* Please find attached a copy of your child’s appointment schedule.
* You should give the appointment form to your child and ask them to make appointments with the teachers you wish to see on the evening. This should be completed as soon as possible as appointments can book up quickly.

Please complete and return the slip below to your child’s form tutor. Thank you for you continued support in helping our young people fulfil their potential at Sir Thomas Boteler Church of England High School.

Yours faithfully



Mr J Koltan

Assistant Headteacher

---------------------------------------------------------------------------------------------------------------------------------

**Sir Thomas Boteler Church of England High School**

**Year 9 Parents’ Evening**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*I will / will not be attending the Year 9 Parents’ Evening on Thursday 4th February 2016.

(\*delete as appropriate)

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent/Carer) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return slip to your child’s form tutor**