

Meopham School

A Member of Swale Academies Trust

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PHG/JCR/Year10 Parents

4 January 2017

Dear Parent/Carer

Re: Year 10 Parents' Evening
Thursday 19 January 2017– 4.00-6.30pm

I would like to invite you to the Year 10 Parents Consultation Evening on Thursday, 19 January 2017 from 4.00-6.30pm. You will have already received detailed reports in November 2016. Included with this letter is an appointment sheet. Appointments are usually for 5 minutes. This form needs to be completed as soon as possible. Once complete your son/daughter needs to bring the form into school, he/she must take this form, during lesson time, and confirm the times of the appointments you have requested with the subject teachers. Unfortunately not every parent/carers will get the appointment times of their choice, some may need to be changed.

The evening will be an opportunity for you to discuss with subject teachers your son/daughter's progress and continue the partnership already established. We would expect your son/daughter to attend this evening also and take part in the discussion.

If you require further assistance with this process please contact your son/daughter's form teacher to discuss.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mr Huggens', with a long, sweeping horizontal stroke extending to the right.

Mr Huggens
Head of KS4