13/ October / 2020

Dear Parents/Guardians,

We would like to invite you to our secondary parents’ Meeting on Thursday the 22nd October 2020, from 1:40pm – 6pm. We will discuss the progress of your son/daughter during the course of the term, as well as any queries or issues you may have relating to his/her education. It is a valuable opportunity to meet with your son/daughter teacher and we strongly urge you to make every effort to attend.

Taking the opportunity to meet his/her teachers will help each individual to make the best progress possible. Students respond very positively to the involvement of their parents in their learning and very much appreciate your attendance at the parents meetings.

We have enclosed a booking sheet for your son/daughter to make appointments with his/her teachers at a time suitable to you.

The meetings will be set up in such a way to enable you to socially distance. However should you prefer to speak to the teachers by zoom – please let us know so that we can arrange a time for you to do this.

Best wishes,

Alison Rogers

Head of School

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**Secondary Parents Consultation Bookings sheet Thursday 22nd October 2020**

Name of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year\_\_\_\_\_\_\_\_\_\_\_\_\_

We will Will not be attending the secondary parents meeting on Thursday 22nd

October 2020.

We will prefer zoom meeting

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Booking form**

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| **TEACHER’S NAME** | **SUBJECT** | **APPOINTMENT TIME** |
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