



Dear Parent/Carer,

**Year 7 Summary Report 1 and Parents' Evening**

We are pleased to enclose your son/daughter's first Year 7 Progress Report. The subject grades combined with those for Engagement, Attitude and Behaviour should provide a clear picture of how your child is currently progressing and whether or not he/she is working to full potential.

Year 7 Parents' Evening will take place on Thursday 22<sup>nd</sup> February 2018 from 4pm to 7pm. This provides an excellent opportunity for parents to speak with their child's teachers and with Mrs Naylor and Mr Cain who will also be available for discussion and consultation. On receiving the report, parents are invited to book appointments for the evening using the school's online booking system. This facility will become available from Thursday 15<sup>th</sup> February from 8am and will close on Thursday 15<sup>th</sup> February at 12pm, after which point no further bookings can be made for the meeting. Parents will be reminded of the booking system, via School Gateway, closer to the date.

I should be grateful if you would complete the reply slip below, acknowledging receipt of the report and indicating whether or not you will be attending the Parents' Evening. To aid discussion on the evening, it would be useful if you could bring along your son/daughter's report.

We look forward to seeing you at the Parents' Evening and please don't hesitate to contact me or Mrs Naylor if you have any questions before the evening.

Yours sincerely,

Fionnuala Rodgers  
**Deputy Headteacher**

**REPLY SLIP: Please return to your son/daughter's Form Tutor by Wednesday 20<sup>th</sup> December 2017**

	Yes	No
I shall be attending the Year 7 Parents' Evening on 22 <sup>nd</sup> February 2018	[ ]	[ ]
I have received my son/daughter's Year 7 report	[ ]	[ ]
I wish to make the following comments: <i>(please continue overleaf if necessary)</i>		

Student's name..... Tutor Group.....

Signed..... Date.....  
(Parent/Carer)

Name..... (Please PRINT)