

January 2010

Dear Parents

Parents' and GCSE Choices' Evening

I have pleasure in inviting you to a Parents' and GCSE Choices' Evening on **Tuesday, 2<sup>nd</sup> February**, to discuss with members of staff your daughter's work, general progress and GCSE choices.

The evening will span from 5:00pm to 8:00pm and we ask that if you wish to meet with all subject staff, you arrive no later than 7:00pm. Your daughter will be making appointments on your behalf with her subject teachers and form tutor. There will be a 15 minute presentation from 6:30pm to 6:45pm on the GCSE choices available.

To maintain a constant progression throughout the event, there will be a bell rung at five minute intervals to remind staff and parents of the need to draw discussions to a close.

If there is any matter on which you wish to consult me or Mrs Jones, the Head of Lower School, or Miss Tyndall, the Deputy Head, we will all be available during the evening.

It would help us to make suitable arrangements if you would kindly fill in the reply slip below and ask your daughter to return it to her form tutor by Friday, 29<sup>th</sup> January.

Yours sincerely

Mrs L A Robinson  
Headmistress

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**Reply Slip**

Please return by Friday, 29<sup>th</sup> January 2010.

**Year 9 Parents' and GCSE Choices' Evening – Tuesday 2<sup>nd</sup> February 2010**

Daughter's Name .....Form .....

**Delete as appropriate**

I/We shall/shall not be able to accept the invitation for Tuesday 2<sup>nd</sup> February 2010

Signature of Parent/Guardian..... Date .....