

To be personalised for the parents of Year 11 pupils

January 2010

Dear Parents

I have pleasure in inviting you to a Parents' Evening on Monday 8th February to discuss with members of staff your daughter's work, general progress and her performance in the recent mock GCSE examinations. We believe it will be helpful to all concerned if your daughter is present at this evening and therefore, the invitation is extended for her to accompany you, if you both wish.

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.

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

At this evening you will be given a form outlining the option blocks for AS subjects in the Sixth Form. You will be asked to confirm the four subjects which your daughter chose in November or to indicate any change of subject. The deadline for this second round of AS choices is Thursday 11th February. This form will also serve as your daughter's formal application for the Sixth Form at MTGS.

If there is any matter on which you wish to consult me or Mrs Wadsworth, Head of Upper School, we will both be available during the evening.

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

Yours sincerely

Mrs L A Robinson
Headmistress

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Reply Slip

Please return by Friday 29th January.

Year 11 Parents' Evening –Monday 8th February 2010

NAME

FORM

Please delete as appropriate.

I / We shall / shall not be able to accept the invitation for Monday 8th February 2010.

Signature of Parent/Guardian Date