

September 2010

Dear Parent/Guardian

Lower Sixth Parents' Evening

Tuesday 12th October 2010 4.45pm – 7.30pm

I cordially invite you and your son to the Parents' Evening on **Tuesday 12th October 2010** at 4.45pm in the Williams Hall, the purpose of which is to enable you to discuss his progress with subject teachers.

In addition to myself, Mr J P Farrell (Head of Sixth Form) and Miss Susan Burke (Head of Careers) will be available to answer questions during the evening.

During the evening there will be an opportunity to speak to Jean Hunt from Sefton Council who will give advice and guidance on how to encourage young men to drive safely. Ms Hunt will be available from 5.30 to 6.00 in the Williams Hall and will also deliver a **short presentation from 5.55 until 6.10pm**.

Interviews should be 5-10 minutes each except for Economics which will be shorter because of the large number of students studying Economics. If you have concerns which would need fuller discussion, you are very welcome to make private appointments with the member of staff involved.

In order to simplify the evening we will be organising the timetable for interviews and I attach a list of your son's subject teachers.

Please return the reply slip to the School Secretary via your son's Form Tutor by **Monday 27th September** in order to allow enough time to schedule appointments.

I hope you will find the evening both informative and helpful.

Yours sincerely

D H Cook

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