

## Senior Girls

Merchant Taylors' Schools  
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Headmistress: **Mrs CA Tao BSc (Hons) Msc Grad.IPD**  
Headmistress's: PA: **Mrs J Baccino**



**MERCHANT  
TAYLORS'  
SCHOOLS**

For Boys and Girls  
aged 4 to 18 years

12<sup>th</sup> February 2019

Dear Parent/Guardian

I have pleasure in inviting you to a Parents' Evening on **Monday, 4<sup>th</sup> March**, to discuss with members of staff your daughter's work and general progress. 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 and she wish it.

Subject teachers and your daughter's form tutor, will be in school from 4:30pm until 6:45pm. Your daughter will be able to make appointments for you to see them.

I hope that you will be free and able to take advantage of this opportunity of meeting the staff. If there is any matter you wish to discuss with either myself or Mr Lawell, Head of Sixth Form, we will both 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 Wednesday, 27<sup>th</sup> February.

Yours sincerely

Mrs C Tao  
Headmistress

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Reply slip Please return by Wednesday 27<sup>th</sup> February.

### Lower Sixth Parents' Evening – Monday 4<sup>th</sup> March

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

- I / We **shall**/ be able to accept the invitation for Monday 4<sup>th</sup> March.
- I / We shall **not** be able to accept the invitation for Monday 4<sup>th</sup> March.
- I / We **shall not** be able to accept the invitation for Monday 4<sup>th</sup> March but our daughter will attend on her own.

*Please indicate accordingly*

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