

## Senior Girls

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



**MERCHANT  
TAYLORS'  
SCHOOLS**

For Boys and Girls  
aged 4 to 18 years

November 2018

Dear Parents

I have pleasure in inviting you to a Parents' Evening on **Wednesday 21<sup>st</sup> November** 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 both wish.

The evening will span from 4:30pm to 6:45pm and we ask that, if you wish to meet with all subject staff, you arrive no later than 6:00pm. 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. There will be a 10 minute presentation from Mrs Wadsworth, Head of Upper School, at 5.30pm.

If there is any matter on which you wish to consult me or Mrs Wadsworth, 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 Thursday 15<sup>th</sup> November

Yours sincerely

Mrs C Tao  
Headmistress

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**Reply slip** Please return by Thursday 15<sup>th</sup> November

### **Year 10 Parents' Evening – Wednesday 21<sup>st</sup> November**

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

- I / We **shall**/ be able to accept the invitation for Wednesday 21<sup>st</sup> November.
- I / We shall **not** be able to accept the invitation for Wednesday 21<sup>st</sup> November.
- I / We **shall not** be able to accept the invitation for Wednesday 21<sup>st</sup> November but our daughter will attend on her own.

*Please delete as appropriate.*

Signature of Parent/Guardian .....