

25th September 2018

Dear Parents

Parent - Tutor Evening

Parent - Tutor Evenings are to be held on Tuesday **2nd October 2018** from 3.45pm to 6.30pm and on Wednesday **3rd October 2018** from 3.45pm to 6.30pm.

At this evening, you will have the opportunity to meet with your child's tutor to:

- Review the previous Annual School Report (where appropriate)
- Discuss your child's special needs (where appropriate)
- Discuss how the beginning of the school year has gone and share any successes or concerns.
- Discuss targets set for this year.

We are very happy for pupils to be present at the meeting, but parents, if they feel it necessary, may ask for a final conversation without their child in attendance.

Please complete the form below and return it as soon as possible to your **child's tutor**. You will then be notified of a specific appointment time.

Parent - Tutor Evening Reply Slip

I would like to make an appointment to see my child's tutor. Please tick as many alternatives as possible.

My ChildClass

Signed

Tuesday 2nd October

	✓
3.50-4.30	
4.30-5.30	
5.30-6.30	

Wednesday 3rd October

	✓
3.50-4.30	
4.30-5.30	
5.30-6.30	

Time of Appointment (For teacher use only)
Tuesday 3rd October
Wednesday 4th October