

**inspiring excellence**

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Dear Parent/Carer,

**Re: Year 13 Consultation Evening – Thursday 15 March 4.30pm – 7.00pm**

I am writing to invite you to our Year 13 Consultation Evening which is to be held on Thursday 15 March from 4.30pm to 7.00pm. Your son/daughter will receive their second progress report of the year on the evening. This is a critical opportunity, at arguably the most important time in their academic career to date, to meet with subject teachers to discuss their current progress. For this reason I would be grateful if you could make every effort to attend with your son/daughter.

Please ask your son/daughter to make their appointments, recording the times below. Teachers will also be making requests to see students and these should be added below.

SUBJECT	TEACHER	APPOINTMENT TIME

Could you please indicate on the reply slip below whether you are able to attend the Consultation Evening and return it to the Sixth Form Office.

I look forward to seeing you on the 15 March.

Yours sincerely



Mr Sean Downey  
 Director of Sixth Form/Assistant Headteacher

Miss Maurlayne Hamilton  
 Head of Year 13

**REPLY SLIP - YEAR 13 CONSULTATION EVENING – Thursday 15 March 4.30 – 7.00pm**

Name of student \_\_\_\_\_ TGRP \_\_\_\_\_

We are able to attend the Consultation Evening on Thursday 15 March

We are not able to attend the Consultation Evening on Thursday 15 March

Signed: \_\_\_\_\_

