

RIPLEY ST THOMAS

CHURCH OF ENGLAND ACADEMY

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October 2019

Dear Parents,

Year 11 Parents' Consultation Evening (1) : Thursday 17 October 2019

I hope you will be able to attend this event, the first of our two Yr11 Parents' Evenings, which will run from 5pm until 8pm on Thursday 17 October 2019.

An appointments system will be used during the evening and we ask that you make sure you leave yourself sufficient "travel time" in between appointments when booking them.

Parents are able to book appointments themselves with the teachers they wish to see via the School's Portal.

****PLEASE REFER TO THE ATTACHED INSTRUCTIONS****

On arrival at school, it is essential that you sign in alongside your son's / daughter's name on his/her form list located on one of the tables outside the Hub (former chaplaincy room).

I teach a Year 11 group so my time will be split to accommodate subject related appointments between 5:00pm and 7:00pm, following which I will be available for "drop in" appointments in room MA8. Mrs Webster (Assistant Progress Leader) will also be available for "drop in" appointments during the evening. She will be based in Learning Support between 5pm and 7pm and then room MA8 between 7pm and 8pm.

If you are unable to book an appointment but wish to discuss a particular issue(s), then please make contact via Parentline so that matters can be taken forward as appropriate.

Please note that in the unfortunate event of you being unable to attend, then the relevant department/teacher will make contact with you should there be any concerns requiring discussion.

I look forward to welcoming you on the evening.

Yours sincerely

Mr S Fuller
Progress Leader for Year 11

Believe.....

Principal Mrs G Jackson
Chair of Governors Mrs J Garnett

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