



Ref: MV/ES

4 December 2013

Dear Parent/Carer

**Parents' Consultation Day
Thursday 19 December 2013**

I am writing to remind you that on 19 December 2013 we are holding a Year 7 Parents' Consultation Day.

The aim of this day is to provide you with an opportunity to meet your child's Form Tutor and speak with them about how they have settled in to Marden High School as well as their current attainment levels, progress and behaviour. You will also receive an updated paper copy of your child's interim report.

During the day your child should attend school as normal. Year 7 pupils will be taking part in a 'Learning Decathlon' on this day, where they will work in teams to complete a range of challenges from ten different subject areas. If you would like your child to attend the meeting with you please indicate this on the reply slip so that we can inform their class teacher that they will be absent for part of the lesson.

The appointment times available are 8am to 12pm and 1.30pm to 6:00pm. Your appointment will last approximately 15 minutes. Please indicate on the reply slip below **all the time slots** in which you are able to attend and return the slip to the School Office no later than Tuesday 10 December. I will then write to you again with a specific appointment time. If you are not able to attend any of the times available please indicate this on the reply slip and someone will contact you.

If you have any queries or concerns please do not hesitate to contact me at school.

Yours faithfully

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Year 7 Coordinator

Year 7 Parents' Consultation Day – 19 December 2013

I / We are able to / unable to attend the Parents' Consultation Day on Thursday 19 December 2013.

Child's Name..... Form.....

Either

I / We are available for an appointment at the following times (please circle all that apply)

8am-10am 10am-12pm 1:30pm-4pm 4pm-6:00pm Unable to attend any of these times

Or

We are satisfied with our child's progress and do not need to speak with their teacher.



**Jonathan Morris BA (Hons) NPQH
Headteacher**

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