



## Duke's Secondary School

Josephine Butler Campus, Academy Road  
Ashington, Northumberland NE63 9FZ  
Telephone: 01670 816111 admin.dss@dukes.ncea.org.uk

Acting Principal: Mr R Atkinson

RA/JH

25 February 2020

Dear Parent/Carer

### Year 9 Parents/Options Evening – Wednesday 04 March 2020

I am writing to inform you that there will be a Year 9 Parents/Options Evening on Wednesday 04 March 2020 between 4.30pm and 6.30pm.

The Parents/Options Evening will give you the opportunity to:-

- Discuss your child's progress against their assessment objectives.
- Discuss any concerns you may have regarding specific subjects.
- Discuss with subject specialists your child's option choices for next year.
- Speak to the Key Stage Team.

There are no specific appointment times. You will be given a sheet with the list of staff who teach your child. Please note, in order for you to have enough time to visit all of your child's teachers, please arrive no later than 6.15pm.

It is vital that you attend and we look forward to seeing you. **Please return the attached slip to the Admin Office no later than Monday 02 March 2020 in order for us to have your child's information to hand upon your arrival.** If you require any further information please do not hesitate to contact us.

Yours sincerely

R Atkinson  
Acting Principal

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### Year 9 Parents/Options Evening Reply Slip – 04 March 2020

Students Name ..... Form .....

I will/will not be attending on Wednesday 04 March 2020

Signed: ..... Parent/Carer

**PLEASE RETURN TO THE ADMIN OFFICE**



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