



Bishop Douglass Catholic School

An Academy School in the Cardinal Hume Academies Trust

Headteacher: Mr Martin Tissot, MA, MBA, NPQH

December 2017

Dear Parent/Carer,

Year 11 PARENT EVENING – Wednesday 10th January 2018

I am writing to invite you to attend the Year 11 Parent Evening, which will take place on **Wednesday 10th January 2018** in the school hall between **4.30pm and 7.00pm (with last appointments starting at 6.40pm)**. It is essential you attend because your child will be given the results for their trial exams. The evening will provide an opportunity for you to meet subject staff, form tutors and myself to discuss student progress. This is an important event and it is our expectation that you attend.

It is essential that an adult is with your child on this evening so that we can advise you properly of your child's performance and their next steps. Please return the reply slip to your child's form tutor by 11th December, if there is an exceptional reason why no adult can attend on this particular occasion you must telephone me to make a separate appointment.

I wish you and your family a restful and enjoyable Christmas holiday and that you share my enthusiasm and excitement for the start of the new year. As your child's Head of Year, I am committed to ongoing monitoring of all aspects of your child's school life to ensure that they meet their potential and look forward to seeing you in the new year to continue this partnership, working together to ensure that they meet their full potential.

Thank you as always for your support.

Yours sincerely

M Henderson

Michelle Henderson
Associate Headteacher & Head of Year 11

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REPLY SLIP – TO BE RETURNED TO: Form Tutors

Name of Student: _____ FORM: _____

I confirm I will be attending the Year 11 Parent Evening on **Wednesday 10th January 4.30pm – 7.00pm**

I am not able to attend the Parent Evening.

Signed: _____ Parent/Carer Date: _____

NAME OF PARENT/CARER (please print) _____

