



12 February 2020

Dear Parent/Carer

Re: Year 7 Parents' Evening – Wednesday, 26 February 2020

It is with pleasure that I extend to you a warm welcome to attend the Year 7 Parents' Evening on Wednesday, 26 February 2020 from 3.30 to 6.30pm. This will be held mainly in the Dining Hall and Performance Hall, as well as other key areas which will be identified in a handout plan on the evening.

I hope that you will be able to attend to discuss your son/daughter's work and academic progress with his/her subject teachers. This is an opportunity to find out how your child is currently performing and, importantly, how you can best support them. The Pastoral Leader for Year 7, Mrs Setter, and Director of SEND, Mrs Banfield, will also be available throughout the evening to talk about your child if you wish to do so.

Students will make appointments with their teachers on your behalf and these will be shown on an appointment form provided by your child's Tutor. Students will carry this appointment sheet with them to all of their lessons and they will ask their subject teachers to give them an appointment time, which will last for five minutes for each subject. We would be grateful if you could give your child a time band in which to work, particularly with reference to your time of arrival. Students should also keep a backup copy of the appointments in their Learning Journal using the appointment sheet provided for this purpose. It is always helpful if students leave five minutes between appointments to enable parents/carers to move from one subject teacher to another. We also encourage students to accompany you on this evening and they should attend wearing full College uniform.

Car parking will be available in the area opposite Millennium Reception, as well as in the College Coach Park.

Finally, we very much look forward to seeing you at the Year 7 Parents' Evening.

Yours faithfully

Gill Taylor
Deputy Principal

Opportunity • Endeavour • Excellence • Achievement at Ivybridge