



February 2018

Dear Parent/Carer

Year 7 Parents' Evening

It gives me great pleasure to invite you to the Year 7 Parents' Evening, which will take place this year on **Tuesday 13 March 2018**. This is an opportunity to speak to your child's teachers and find out how they are doing in each subject. Members of the Senior Leadership Team will also be on hand if you have any concerns. The Pastoral Team will be available in the Dome to address online safety including up to date information on our Parent App, MyEd, as well as advice about attendance and other welfare issues.

The evening begins at 4.15pm and ends at 6.45pm. Your child should make appointments directly with their teachers and record them on the appointment sheet overleaf. On arrival for the evening, please enter the building through the main reception doors and sign in alongside your child's name on the signing in sheets provided.

To help the evening run smoothly, we limit each appointment to five minutes.

If there are issues which require more time, we are always happy to arrange a follow-up appointment. If you suspect that you will need more than five minutes for a particular subject, it would be better to contact the particular teacher now rather than leaving this to Parents' Evening.

Please make every effort to attend the evening so that we can all work together in supporting your child achieve their potential over the course of the year. We survey parents and carers at Parents' Evenings and there is an overwhelming agreement that the evening gives a clear picture of how their child is progressing and what they need to do to improve further. It is therefore, definitely worth attending. **If you are unable to attend, it would be helpful for your child to meet with teachers on their own to receive important feedback.**

We look forward to seeing you on **Tuesday 13 March 2018**.

Yours sincerely

Miss A Clark
Assistant Principal

Principal: Mrs Christine Horrocks BSc (Hons) NPQH Chair of Governors: Dr Derek Cheetham

Hallcroft Road, Retford, DN22 7PY T: 01777 713700 F: 01777 713711 E: office@elizabethan.notts.sch.uk www.elizabethan.notts.sch.uk