



Cardinal Newman Catholic High School

Specialist Maths and Computing College

Headteacher: Mrs J Warburton

27th March 2017

Dear Parents/Carers

YEAR 7 PARENTS EVENING

You are invited to Parents Evening on Wednesday 5th April between 4:30 – 7:00pm to discuss your child's progress. This is an important opportunity for you to discuss your child's academic progress in a calm and purposeful atmosphere. To ensure this we request that all other children (brothers/sisters etc.) do not come with you to the evening. However should you wish your son/daughter to attend please would you ensure he/she remains with you throughout the evening and is dressed in full school uniform.

Please complete and return the attached reply slip in acknowledgement of this letter and indicate whether you will or will not be attending. Your child will then receive an appointment sheet. Please arrive 10 minutes before your first appointment in order to complete the 'Climate Survey' which measures the levels of satisfaction of parents for a range of criteria. Your appointment slot will last approximately five minutes per teacher. A five minute gap between each appointment is advised to help avoid overlap and maintain a smooth running of the evening. This is an opportunity to discuss academic progress with subject teachers; pastoral information required from the Head of Year must be arranged separately to this evening.

If you have a particular problem you would like to discuss at length or you wish to see a teacher who is not available, please contact school and we will make additional arrangements. If you do have to cancel for any reason, please telephone the office as soon as possible. Please take note that high heels and stilettos may not be worn due to the nature of the sports hall floor.

Please complete and return the attached reply slip to your child's form tutor by Wednesday 29th March 2017.

Yours sincerely

Mrs R Finn
Head of Year 7

RF10039/PJ



REPLY SLIP TO YEAR 7 PARENTS EVENING

Name of pupil: _____ Form: _____

I/We will not be able to attend the Parents Evening on Wednesday 5th April 2017

PARENT/GUARDIAN SIGNATURE _____ DATE _____

