

5<sup>th</sup> January 2018

### **Year 13 Progress Evening**

Dear parent/Guardian

I am writing to invite you to Year 13 Progress Evening on Thursday 18<sup>th</sup> January, which this year will take place in the upper part of the school: the MSFCH, LRC area and nearby classrooms. Like last year appointments will be made via the online signing up system. You are required to visit the school website, click the 'Parent' tab, then Parent Links where you can then create an account under the 'Parent Evening' section. Here you will be able to book appointments with your son/daughter's teachers between the times of 4.00pm and 7.30pm. I encourage you to book appointments with all your son/daughter's teachers. Please register in the main school Reception area, where you will be advised as to where specific teachers can be located.

The Progress Evening follows the Pre Public Exam period, in which your son/daughter will have sat past papers to help him/her prepare for the A-level exams this summer; the results from these will give him/her a realistic idea as to the likely outcomes this August. With this in mind, the Progress Evening will provide you and your son/daughter with useful information regarding how best to use the remainder of his/her time at Sixth Form and steps that he/she needs to be taking to cement or improve his/her performance in the final exams. As the deadline for students to inform the Exams Office of any AS resits they wish to take is 31<sup>st</sup> January, I highly recommend this is discussed with subject staff at the evening. Spare copies of the resit form will be available at the evening.

The Sixth Form Management Team, Senior Leadership Team and myself will be available on the evening should you need to speak to one of us.

I very much hope that you will be able to join us on this evening.

Should you have any queries or concerns that you would like addressed prior to 18<sup>th</sup> January, please do not hesitate to contact me or your son/daughter's subject teachers.

Yours sincerely,



Mrs J Cuss  
Assistant Director of Sixth Form