

1st February 2016

## Year 9 Progress Evening

**Thursday 11<sup>th</sup> February 2016 - 4.30pm – 8.30pm**

Dear Parents / Guardians

I would like to invite you to the Year 9 Progress Evening where you will be able to discuss, with the subject teachers, your son/daughter's performance in the recent examinations and progress made since they began Key Stage 4 in September.

Included in this letter is an appointment form which your child will need so a time can be arranged to meet with each member of staff. A maximum of six appointments per child are permitted on the evening and we recommend you make them with those subjects where your child appears to be making the least progress.

On the evening we would like you to first register in the Sixth Form area at the bottom of the school. Here you will be able to pick up a map of the location of all teachers for the evening and a questionnaire which we would like you to fill in. Also in this area a member of the Senior Leadership Team will be available. You can check the progress your child is making by viewing the most recent report online under PARENT GATEWAY. If you have any problem with this please email our Data Team on [data@springwoodhighschool.co.uk](mailto:data@springwoodhighschool.co.uk).

We very much look forward to seeing you with your child and believe the evening will prove to be both useful and successful.

Yours faithfully

Mrs Curcillo  
Head of Year 9 and 10

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**Please Return To Form Tutor**

\*I will / will not be able to attend the Year 9 Progress Evening on Thursday 11<sup>th</sup> February 2016.

Name of student\_\_\_\_\_ Form \_\_\_\_\_

Signature\_\_\_\_\_ Parent/Guardian

*\*Please delete appropriately*