



29<sup>th</sup> November 2019

Dear Parent/Carer

**Re: Year 8 Parents' Evening**

I am pleased to remind you that the school will be holding a Parents' Evening for all Year 8 pupils on the evening of Thursday 12<sup>th</sup> December between 4pm and 7pm. Your son/daughter has an appointments page in the front of their planner and it is their responsibility to ensure that they make their own appointments. It is advisable for you to check that the relevant appointments have been made prior to the evening. Students are encouraged to accompany their parents on the evening however they must be in full school uniform.

For health and safety reasons, please could you enter the building via the main front entrance and sign in at the reception.

I hope that you find the evening to be informative and helpful, and look forward to your attendance.

Please complete the slip below and have your son/daughter return it to their form tutor or email [c.linford@stjamesheadle.co.uk](mailto:c.linford@stjamesheadle.co.uk) to confirm your attendance, please include your child's name in any email.

Yours faithfully

Mrs C Linford  
Head of Year 8

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**Year 8 Parents' Evening- Thursday 12<sup>th</sup> December 2019**

Name of Pupil \_\_\_\_\_ Form \_\_\_\_\_

I will/will not be attending the above Parents' Evening.

Signed \_\_\_\_\_ Parent/Carer