

April 2018

Dear Parents and Carers,

Year 7 Parents' Evening

It is with pleasure that I extend to you a warm welcome to attend the Year 7 Parents' Evening which is to be held in the Main Hall on **Wednesday 2nd May from 17:00 hours to 19:30 hours.**

I hope very much that you will be present to discuss your son's/daughter's work and general academic progress with his/her subject teachers and Form Tutor. The Head of Year, Mr P Hargreaves and the Deputy Head (Pastoral) will also be available, along with Mrs G Frost who will be available throughout the evening in her capacity as SENCO to talk to parents of pupils who have Pupil Profiles. I expect that every family will be represented, so much will depend upon your help in limiting each interview with members of staff to not more than five minutes. We have introduced a bell system which rings every five minutes to signify the start and end of each interview. I kindly ask that you follow this system. If, after the Parents' Evening has taken place, you decide that you require a longer meeting with a particular teacher please email the teacher to arrange a meeting.

Mr Hargreaves teaches the majority of the year group, so is likely to be very busy throughout the evening. Please prioritise if you would like to see him.

I should be grateful if you would let your son's/daughter's Form Tutor know if you will be attending and, if so, whether you will be arriving 17:00-17:30 or 17:30-18:00 as soon as possible, via email, preferably, to the relevant email address below, and by no later than Friday 27th April. Please note that arrival after 18:00 hours will not provide you with sufficient time to see all relevant members of staff.

7HGS Mrs DM Murray	dmurray@qegsblackburn.com
7BPV Mr BP Ventress	bventress@qegsblackburn.com
7KDC Mr KD Conefrey	kconefrey@qegsblackburn.com
7ZMS Dr ZM Saunders	zsaunders@qegsblackburn.com
7AJL Miss AJ Linley	alinley@qegsblackburn.com

These are confidential discussions between staff, parents and pupils. Please do not ask others to represent you on this occasion.

Please note that it would be inappropriate to bring younger siblings along to this event; we trust by alerting you in good time you will be able to make any necessary childcare arrangements. **Pupils from Year 7 to Year 9 are now encouraged to attend these occasions and to accompany their parents as they consult with staff. Pupils should attend wearing full School uniform.**

In the meantime, we look forward very much indeed to seeing you on May 2nd.

Yours sincerely,

Mrs CY Gammon