

Thursday 23rd January 2020



THE CORBET SCHOOL

Headteacher Dr Jane Tinker BSc MA(Ed) EdD NPQH

Dear Parent/Guardian

Year 7 Parents' Consultation Evening
Thursday 6th February 2020 4.30pm - 7.15pm

I take this opportunity to invite you to the Parents' Consultation Evening on the Thursday 6th February 2020. Appointments can be arranged between 4.30pm and 7.15pm **In order for the evening to run smoothly, I would appreciate it if you could adhere to the consultation schedule and the 5 minute appointment times published. If you have specific worries or concerns that you would like to discuss in some depth, please arrange a private meeting with the relevant member of staff at an alternative date and time.**

Tutors will be available on the evening to provide you with an overall social comment about your child and help you with any general queries.

If you feel it necessary, the following staff will also be available for appointments on the evening: Mr Simms (Assistant Head – Teaching & Learning); Mrs Millward (Assistant Head – Pupil Support); Mrs R Stokes (Assistant Head – SENCo) and myself.

You are invited to add the names of any staff you wish to meet with to the appointment card on page 23 in your child's student planner. Your son/daughter is then required to present their planner to the relevant staff in order to have an appointment time allocated.

It is requested that you bring your son / daughter with you to the Parents' Consultation Evening to be involved in the process. We would appreciate parents support for pupils to attend in full school uniform.

Parents' consultations will take place in the Hall or the Library. **There will be a floor plan available on the reception desk to assist you in locating the members of staff.** To further help the organisation of the evening, please indicate your arrival by signing against your son's/daughter's name on the list provided at the reception desk.

There will also be an opportunity for you to look at lost property on the evening.

Prior to the evening we will email a link for Parents/Guardians to complete a Questionnaire, which we would appreciate is completed and returned to the school.

I look forward to welcoming you on **Thursday 6th February 2020.**

Dr Jane Tinker
Headteacher

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