



26<sup>th</sup> January 2016

Dear Parents and Guardians,

**RE: Parents' Information Meetings**

The Parent Information Evening for Key Stage 4 and 5 pupils is scheduled for Thursday, 2<sup>nd</sup> February. This is an opportunity to meet teachers and discuss your son's/daughter's targets for the year.

Appointments are only available through the signup sheet that pupils have been asked to complete this week. Please can you ensure that you sign this sheet to indicate that you are happy with the timings and teacher meetings that have been arranged on your behalf.

If you require a longer time slot, please can you email the appropriate form tutor below to request an appointment.

I look forward to seeing you on Thursday; if you require any additional information, or are unable to attend please do not hesitate to contact the appropriate form tutor.

Year 10	Mr Geeves	david.geeves@iesmail.com
Year 11	Mrs Chamberlain-Keen	sharon.chamberlain-keen@iesmail.com
Year 12 / 13	Mr Tasker	rob.tasker@iesmail.com

Kind Regards

Caroline Ward (Mrs)  
Deputy Head

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