



Church of England School
 Headteacher: Mr A J Wilcock MA (Cantab)

26th April 2017

Dear Parents/ Carers,

Year 7 Parents Evening – Appointment bookings

A number of parent/carers have been experiencing problems with booking appointments with various subject teachers. Part of the problem was the incorrect date for the booking system being available, but also the fact that some staff teach several classes in Year 7 which means that they get booked up very quickly. I am sure you will appreciate that it is not possible for these teachers to see all of the parents/carers during the evening. Therefore, if you have been unsuccessful in booking an appointment with a teacher(s), I suggest that you contact them by email or phone to discuss your child's progress. You will still receive a written report as well as tracking sheets later in the term for all subjects.

Please also note the following:

- Due to unforeseen circumstances, Mr Wright, the English teacher who shares Ms Oldfield's class, 7AEn1, will be unavailable for appointments. Therefore we have made the decision to give all of Ms Oldfield's parents evening appointments to parents of the English class. I appreciate that this is not ideal but please contact Ms Oldfield if you wish to discuss your child's progress in Drama
- Unfortunately, Mr Wright also teaches the 7BEn3 English class and will again not be available for appointments but if you do have any queries regarding this, please do not hesitate to contact Miss Dell (KS3 English Coordinator).

If you have any further questions about the Year 7 Parents' Evening, please contact Mr Mayne or myself through the school office or via email.

Yours faithfully

Mr A R Lunnon
 Acting Deputy Headteacher

