

Dear Parent/Carer

**YEAR 9 PARENTS EVENING – THURSDAY 14TH DECEMBER 2017**

We would like to invite you to the Year 9 Parents Evening on Thursday 14th December, 4.30-7.30pm. This will give you the opportunity to discuss with teaching staff the current progress of your child along with strategies to improve his/her achievement. This evening will prove particularly important for Year 9 students as the detailed feedback they receive will support them in making informed decisions about their GCSE options. There will be an information and guidance evening to support this process on 25th January 2018, details of which will be available after Christmas.

All students have an appointment page in their student diary to make appointments with teachers, for each of their subjects. Please can you let your child know what time you are available from so they can start to make appointments.

Students should make one appointment for each subject, as where subjects are split taught, teachers will often be seated together. Some teachers may teach more than one Year 9 class, so they will endeavour to see as many parents as possible, however they may not be able to see everyone. If there is a teacher that you are unable to see, please email them directly if you have any concerns, details of teacher's email addresses can be found on the school website.

Teachers will all be based in the Sports Hall for your convenience. There will be a sign in desk as you enter the hall. We would be grateful if you could ensure that you have signed in before attending your first appointment. If you are unable to attend the evening and you have any concerns you wish to discuss, please contact your child's individual subject teachers or Form Tutor. Due to my own teaching capacity and appointments booked on the evening I will have limited availability for discussions around concerns arising from the evening. However, please do not hesitate to contact your child's Form Tutor, Subject Teacher/Head of Faculty, or myself following the evening to arrange a convenient meeting time.

We look forward to seeing you on Thursday 14th December.

Yours faithfully,

Mrs E Feast

Head of Year 9

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I/We will/will not be attending the above evening.

*\*Please delete as appropriate*

Pupil Name: ..... Tutor Group: .....

Signed: ..... (Parent/Carer)

**Headteacher: Mr Gwyn Williams**

Lymm High School, Oughtrington Lane, Lymm, WA13 0RB  
01925 755458 info@lymmhigh.org.uk www.lymmhigh.org.uk

