



14 January 2019

Dear Parent/Carer

We have made a decision to change the date of the Year 10 Parent-Teacher Consultation Evening from Monday, 25 March to Monday, 4 February 2019. This decision has been made to accommodate the fact that all students are completing two courses which will finish at the end of Year 10. I apologise if this causes any inconvenience.

With this in mind, parents will be able to make appointments in two stages:

1. **From Monday, 14 January at 4:00 pm**, parents can make appointments with teachers of subjects that are finishing the course at the end of Year 10.
2. **From Monday, 21 January at 4:00 pm** parents can make appointments with every other Year 10 subject teacher.

Thank you in advance for your understanding with this matter and we look forward to seeing you on the 4 February.

Yours faithfully

Mr C Sergeant
Key Stage 4 Phase Leader.