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5th December 2016

Dear Parents/Carers

On the 12th December 2016 our Year Eight Parent's Evening will take place between 4.30 – 6.30pm at Burnley High School, as aforementioned in text messages and e-mails sent home. Parents/carers of our Year Eight learners are invited to meet and discuss the progress that their child is making in each subject.

In order to ensure that the evening runs smoothly and everyone has the opportunity to meet with the relevant members of staff, the parent's evening will be run using appointment times. These times are in five minute slots and it is important, where possible, that these times are kept to. It is the responsibility of each child to request appointment times from their teachers and to fill in the appointment sheet they receive in form time before the 12th December 2016.

It is imperative that you meet with all teachers of Core Subjects (English, Maths and Science) and the teachers of Creative Humanities and STEM, but as some subjects (MFL, RE, PE) are taught by one teacher, we are going to move to a requested appointment system only. Therefore, if the RE, MFL and PE teacher of your child would like to meet with you to discuss their progress, they will arrange this appointment with your child. Similarly, if you would like to meet with your child's RE, MFL and/or PE teacher, you can request this by filling out and returning the reply slip below on or before 9th December 2106.

We thank you in advance for your support to ensure the evening runs smoothly and successfully. Parental/Carer attendance and engagement at Parent's Evening is really important to all involved and it is critical you attend. Should you be unable to, you can request a telephone call from your child's teachers by ringing the Pastoral Team on 01282 704300.

Yours Sincerely

Mrs E Starkey
Assistant Headteacher
Burnley High School

I will/will not (circle as appropriate) be attending the Y8 Parent's Evening on 12.12.16

Signed Parent/Carer of: _____

I would like to request an appointment time to meet with my child's teacher for (tick as required):

RE

PE

MFL

I understand that my child's teacher will then arrange an appointment with my child.

