

Thornborough Road

Coalville

Leicestershire

LE67 3TN

Tel: 01530 519099

www.**stephensonstudioschool**.co.uk

13th January 2020

Dear Parent/Carer,

I am writing to inform you about the upcoming parents evening:

**Year 11 Progress Review – Thursday 23rd January 2020, 3pm-7pm.**

This is an opportunity for **Year 11** parents to meet with teaching staff to discuss their son / daughter’s start to Year 11, details of their Mock Exams and progress towards their targets.

Staff will be available from **15:00.** Please note that the latest admission time is **18:30** due to the prompt closure of the site at **19:00.**

In order to maintain a consistent flow of meetings and to ensure all parents have equal opportunity to speak with staff please be mindful that each subject meeting will be limited to **20 minutes.**

Please note students will finish their academic school day at 12.40 on the 23rd of January 2020 to accommodate parents evening.

**It is essential that students attend these meetings with you.**

Please return the below reply slip to be allocated an appointment time, or contact the school on 01530 519099 before Monday 20th January 2020. You will then be text your meeting time prior to the day.

Kind Regards

Keith Hobbs

✂………………………………………………………………………………………………………………………………………………

**Please choose your preferred time slot:**

Please return by Monday 20th January 2020

Student name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/guardian name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- |
|  | **1st choice** | **2nd choice** |
| **3pm-4pm** |  |  |
| **4pm-5pm** |  |  |
| **5pm-6pm** |  |  |
| **6pm-7pm** |  |  |