

THE BURTON BOROUGH SCHOOL
MEETING FOR PARENTS OF YEAR 8
TUESDAY 12 JANUARY 2010

Parents Evening will take place between 5 o'clock and 7:30p.m. We do hope you will be able to attend.

Your child will be able to make appointments with teachers when they see them during lesson time. Each interview must be limited to three minutes with the fourth minute being used to move from one teacher to another. In order to help the smooth running of the evening we have arranged that teachers will be in the hall, Create Studio or ICT rooms as indicated on the appointment sheet.

As a reminder, with discussions limited to three minutes, it is obviously not possible to explore and resolve any major issues at this time. If you believe this is necessary, please contact us as soon as possible so that a separate meeting can be arranged for another time.

When the appointments are made, your child will bring home the appointment sheet for you to use on the evening. The interviews are intended to be with subject teachers, but occasionally the Head of Year may wish to speak with a parent and in that case the Head of Year will arrange an interview. The Headteacher is available all evening to speak with any parent who so wishes.

Please sign in and out as this helps us to monitor attendance and to check if parents are delayed.

S. Bell

Mr. S. Bell
Year Leader

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Please Tear Off and Return to Form Tutor by Friday 18th December 2009

Name of Pupil: **Form:**

I shall/shall not be attending the Parent Evening on Tuesday 12 January 2010

Signed: Parent/Guardian Date: