

5th February 2018

Dear Parents and Carers,

Year 13 Parents' Evening

I am pleased to invite you to attend this term's Year 13 Parents' Evening to be held in the Main Hall on **Thursday 22nd February between 17:00 and 19:00 hours.**

This will be an important occasion before the A Level examinations for you to discuss the academic progress and future prospects of your son/daughter. This meeting is an essential part of the process which prepares all our students for higher education.

Obviously, the staff who teach your son/daughter will be available for consultation and I hope very much that you will be present. Moreover, it is expected that your son/daughter, **dressed as for school**, will accompany you and will participate fully in the discussions of his/her progress.

In order for the evening to run as smoothly as possible, I should be grateful if you would let your son's/daughter's Form Tutor know if you will be attending and, if so, whether you will be arriving 17:00-17:30 or 17:30-18:00 as soon as possible, via email, preferably, to the relevant email address below, and by no later than Tuesday 20th February. Please note that arrival after 18:00 hours will not provide you with sufficient time to see all relevant members of staff.

13MJL	Mr M Lockwood	mlockwood@qegsblackburn.com
13PBW	Mrs P Wild	pwild@qegsblackburn.com
13KMW	Miss K Walmsley	kwalmsley@qegsblackburn.com

These are confidential discussions between, staff, parents/carers and students. Please do not ask others to represent you on this occasion. Tea and coffee will be served.

I look forward to seeing you on February 22nd.

Yours sincerely,



Mrs CY Gammon