



# PARMITER'S SCHOOL

FOUNDED 1681

Headmaster: Mr M Jones BA MEd

January 2020

Dear Year 9 Parents/Carers

## **Year 9 Parents' Consultation Evening: Wednesday 26 February 4.30pm – 7.30pm**

We shall be holding a consultation evening for the parents/carers of Year 9 students on Wednesday 26 February from 4.30pm to 7.30pm. The purpose of this evening is for you and your child to discuss their work and general progress with their teachers. It will also give you a further opportunity to discuss potential GCSE option choices, following on from the Year 9 Options Evening being held on Thursday 13<sup>th</sup> February at 6.45pm in the Main Hall. It is our expectation that all students attend this consultation, together with at least one parent/carer. Students do not need to wear school uniform to this event.

Appointments will be made by your child with their subject teachers and times noted in the front of their planner. Please discuss with your child the earliest and latest times you will be able to attend, so that they can arrange appointments within this period. Appointments will be 5 minutes in length and, ideally, a 5 minute gap needs to be left between the appointments to allow a changeover period.

Please be aware that some teachers teach a very large number of Year 9 students. Teachers will make appointments with as many students as possible; if you are unable to make an appointment and wish to speak to the teacher please email [admin@parmiters.herts.sch.uk](mailto:admin@parmiters.herts.sch.uk).

On the evening, entry to the school will be via the main entrance and you will be asked to sign in at reception. Please allow time to park and walk to the front of the school. It is important to adhere to the allotted appointment times, to allow the evening to run smoothly for everyone. We will display a clock as a reminder of the 5 minute limit.

If you require wheelchair access, please notify the school in advance so that appropriate arrangements can be made to assist you.

Mr Cummings, Head of Year 9, and Mrs Green, Head of Careers, will be available to speak to parents during the evening, you do not need to make an appointment to do so. There will also be representatives from the Senior Leadership Team and Governing Body available during the evening, should you wish to discuss any matters with them.

If you know in advance that you are unable to attend Year 9 Parents' Evening, please let us know by emailing [admin@parmiters.herts.sch.uk](mailto:admin@parmiters.herts.sch.uk).

We look forward to seeing you.

Yours sincerely

Mr M Jones  
Headteacher