



PARMITER'S SCHOOL

FOUNDED 1681

Headmaster: Mr M Jones BA MEd

January 2020

Dear Year 11 Parents/Carers

Year 11 Parents' Consultation Evening: Thursday 30 January 2020 4.30pm -7.30pm

We shall be holding a consultation evening for the parents/carers of Year 11 students on Thursday 30 January, from 4.30pm to 7.30pm. The purpose of this evening is for you and your child to meet with subject teachers to discuss your child's effort, general progress and the outcomes of the Year 11 trial examinations. 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 11 students, in particular the Science and RS teachers. 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.

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.

The Head of Year, Mr Poulton, will be available to speak to parents and 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 11 Parents' Evening, please let us know by emailing admin@parmiters.herts.sch.uk.

We look forward to seeing you.

Yours sincerely

M Jones
Headmaster