

Headmaster: Mr M Jones BA MEd

13 March 2023

Dear Year 7 Parents and Carers

Year 7 Consultation Evening: Thursday 20 April 2023, 4.30pm - 7.30pm (in person)

We are delighted to be holding an onsite Consultation Evening for the parents/carers of Year 7 students on **Thursday 20 April** 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. In contrast to most primary schools, 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.

We are giving students ownership and responsibility for the process of booking appointments with their subject teachers and recording them in their pocket planners. They will, of course, be given appropriate guidance. 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. Students will not be making appointments with their form tutor, Great Big Read or Personal Development teacher.

Appointments will be 5 minutes in length and, ideally, a 5-minute gap needs to be left between appointments to allow for a changeover period. To allow the evening to run smoothly for everyone, it is important to adhere to your allotted appointment times. Teachers may not be able to accommodate latecomers.

Please be aware that some teachers teach a very large number of Year 7 students. Teachers will make appointments with as many students as possible but, if you are unable to make an appointment and wish to speak to a teacher, please email <a href="mailto:admin@parmiters.herts.sch.uk">admin@parmiters.herts.sch.uk</a>.

Some **Mathematics** teachers will not be able to offer appointments to all students. If you have any queries that you are not able to raise directly with your child's teacher, Miss Legg (Second in Mathematics and KS3 Mathematics Lead) will be available on a drop-in basis during the evening and she will be happy to answer your questions.

Curriculum Support staff and Mrs Mullett, Head of Year 7, will be available on a drop-in basis. Students will not be able to pre-book appointments with them. There will also be representatives from the Senior Leadership Team available during the evening, should you wish to discuss any matters with them.

During the evening, entry to the school will be via the main entrance and parents/carers will be asked to sign in at Reception. Please allow time to park and walk to the front of the school. As this is a very busy evening, we discourage bringing younger siblings. If you require wheelchair access, please notify the school in advance so that appropriate arrangements can be made to assist you.

If you know in advance that you are unable to attend Year 7 Consultation Evening, please let us know by emailing admin@parmiters.herts.sch.uk.

We look forward to seeing you.

Yours sincerely

Mr M Jones Headteacher



