



30 November 2016

The Cavendish School

Dear Parent / Guardian,

Year 10 Parents' Consultation Evening – Tuesday 13 December 2016

Our Year 10 Parents' Consultation Evening will be taking place on **Tuesday 13 December 2016** and we look forward to seeing you between 5pm and 7.00pm when subject teachers will be available to discuss your child's progress. We will be operating an appointment system, and your child will be responsible for making an appointment with their teachers using the form they have been given.

This is a very important evening, where you have the chance to discuss your child's progress in their GCSE studies. This is especially relevant as if a student is significantly behind in any subject and in danger of not achieving their target grade, then they will have to attend compulsory after-school catch-up sessions in the summer term. This evening gives you a great opportunity to talk to subject teachers about any potential barriers that might be preventing your child from making suitable progress.

If your child has special educational needs, please ensure that they make an appointment with Ms Allaway or Ms Barns, in the Learning Support Department.

Mrs Shaw (Head of Careers) will also be available to answer queries about work experience and careers.

Please confirm your attendance either by email to b.bloomfield@cavendish.herts.sch.uk or complete the reply slip below and give it to your child to hand in to their form tutor.

We do hope you will be able to attend, but if you are unable to come please let your child's tutor know, and they will be happy to arrange an alternative appointment.

We look forward to meeting you.

Yours faithfully

Mr M Tizard - Assistant Headteacher



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YEAR 10 – PARENTS' CONSULTATION EVENING
Tuesday 13 December 2016

Pupil's Name : Form:

I/We will be attending parents' evening on 13 December 2016

I/We will not be attending parents' evening on 13 December 2016

Signed : (Parent/Carer)