



Headteacher: Mr T Burton, MA (Cantab)

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2 December 2016

Dear Parent/Carer

## Year 11 Parents' Evening Tuesday 17 January 2017 4.00pm to 6.30pm

We are pleased to invite you to the Year 11 Parents' Evening on Tuesday 17 January 2017 to discuss your child's progress. The evening will start at 4pm and will be run on a timed appointment system, finishing at 6.30pm. Please indicate on the attached form the subjects you would like to have an appointment with.

Appointments will normally last for 5 minutes but if you need a 10 minute appointment with a particular teacher, please ask and we will do our best to arrange this for you.

Alternatively, forms can be completed online by visiting the following webpage:

[www.surveymonkey.com/r/WP88V7F](http://www.surveymonkey.com/r/WP88V7F)

Please return the attached form to student reception or complete the online booking request by **Friday 16 December 2016**, even if you are not attending, as this will avoid us contacting you further.

We will send you an appointment schedule before the evening and no later than Friday 13 January 2017. In the meantime if you have any queries, please do not hesitate to contact me on 01904 686400.

Yours sincerely,



Miss S Buglass  
Data Manager

Year 11 Parents' Evening Tuesday 17 January 2017  
4.00pm to 6.30 pm

## Appointment Request Form

**\*\*Please complete and return this form to your child's tutor by  
Friday 16 December\*\***

This form can also be completed online by visiting  
[www.surveymonkey.com/r/WP88V7F](http://www.surveymonkey.com/r/WP88V7F)

Child's Name: \_\_\_\_\_ Child's Form: \_\_\_\_\_

I/we can accept appointment times between 4.00 and 6.30pm

I/we can only accept appointment times between: \_\_\_\_\_

Unfortunately I am/we are unable to attend Parents Evening

Name in Capitals:

Contact Number:

### Special Requirements

Do you have any special requirements? If so, please state them in the box below:

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**Please tick the subjects you would like to have appointments with:**

Art		History	
Business Studies		IT	
Child Development		Maths	
Computing		Music	
D&T Food		PE	
D&T Graphics		RE	
D&T Resistant Materials		Science	
D&T Textiles		Spanish	
Drama		Sports Studies	
English		Director of Inclusion	
Engineering		Director of Achievement	
French		Tutor	
Geography		Other (Please specify):	
German			

**If you have not already done so, please provide us with an email address if you would like to receive Millthorpe School publications and correspondence by email:**

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**To enable us to improve the parent evening system, if you have any comments or suggestions please write them below:**

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