



2 October 2018

Dear Parent/Carer

Year 7 Parents' Evening – Tuesday 23 October 2018

We would like to invite you to Year 7 Parents' Evening on Tuesday 23 October to discuss your child's progress. The evening will take place between the hours of 4.00pm – 6.30pm and each appointment will last approximately 5 minutes.

Forms can be completed online by visiting: <https://www.surveymonkey.co.uk/r/YNNSRCV>
If you do not have access to the internet then please call me between the hours of 8am–3pm Monday – Wednesday & 8am–1pm Thursday and I will happily book the appointment for you.

Although we endeavour to do our best to arrange appointments for all subject areas, please be aware this is not always possible.

Ms Simpson (SENCO) will be available between 5.00pm–6.00pm on the evening.

Please complete the online booking request by **Monday 15 October 2018**.

If you have any queries please do not hesitate to contact me on 01904 686400 or email parentsevening@millthorpeschool.co.uk.

Please be aware that unfortunately we are unable to offer any late appointment requests after the closing date of 15 October 2018.

Yours faithfully

Mrs L Richardson
Data Manager