

# Regency High School

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Wednesday 4<sup>th</sup> October, 2017

Dear Parents and Carers,

## **Parents' and Carers' Evening –Wednesday 11<sup>th</sup> October, 2017**

We are holding a Parents' and Carers' Evening on Wednesday 11<sup>th</sup> October between 4pm and 7pm. This will offer parents and carers an opportunity to talk to all staff who teach their child to give an update on their progress.

Parents and carers will be able to come at any time during the above timings and talk to some or all of the staff teaching their child. Meetings with each member of staff will be available in five minute slots; if issues arise which require a longer discussion parents and carers will be able to make an additional appointment at a later date. Tina Reading will be unavailable on Parents' and Carers' Evening. Please contact Mrs Reading for an appointment to discuss your child's progress.

Teachers will be located in the school hall. Appointments will not be pre-booked and parents and carers will be able to see different members of staff on a flexible basis. A map locating each member of staff will be available on arrival.

We are also keen for parents and carers to have a chance to talk to other professionals working with students in school. There will therefore be an opportunity to meet Tom George (Careers Advice, Guidance and Support), some members of the Physiotherapy and Speech and Language Teams, Kelly Gardner, (Wellbeing Team), Angela Sidaway (Precision Teaching), Danielle Morgan (Reading Fluency) and Eleanor Tingle (Music Therapy).

Students are very welcome to come to this meeting with their parents and carers. Please complete the form below and return to school by Friday 6<sup>th</sup> October, to indicate whether you would like to attend. If you have any queries please do not hesitate to contact me on 01905 454828.

Yours sincerely,

S. Harding  
Headteacher.

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I / we are able / unable to attend the Parents' and Carers' Evening on Wednesday 11<sup>th</sup> October, 2017.

Signed \_\_\_\_\_

Parent / Carer of \_\_\_\_\_ Class \_\_\_\_\_