

June 2023

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Target Setting Day Thursday 22nd June and Friday 23rd June 2023

Dear Parent/Carer

It is with great pleasure that we are able to invite you into school for your child's Target Setting Day which will be held on **Thursday 22nd June 2022** between 4pm-7pm and **Friday 23rd June 2023** between 8 am-12 noon. On the Friday the school will be closed to all secondary pupils, **except Year 11** who will sit exams, to allow form tutors, subject teachers and members of staff to meet with parents/carers and pupils.

Each meeting will last for about 10 minutes and it will be your child's responsibility to make an appointment with their allocated member of staff and any subject staff at a mutually convenient time.

These days provide an important opportunity for you to meet and discuss with your child's form tutor and subject teachers their progress and targets for each subject they follow. If you would like to meet any specific members of staff during the Target Setting Day your child will need to make an appointment.

During these days there will be a number of information stands in the Main Hall that you will be able to go and visit. These information stands will cover topics such as, Careers Information and Guidance Services, Summer School Opportunities and SatchelOne.

Please note that parking on site is limited.

We would be grateful if you could indicate below a convenient time window you would be able to meet with your child's allocated member of staff so that appointments can be arranged.

Yours faithfully



Mr Andy Scott
Head of Secondary

X.....

Target Setting Day Thursday 22nd June and Friday 23rd June 2023

To be returned to your child's form tutor by Wednesday 14th June 2023

We would like an appointment in the following times:

| Thursday 22 nd June 2023 | |
|-------------------------------------|--|
| 4pm-5pm | |
| 5pm-6pm | |
| 6pm-7pm | |
| | |

| Friday 23 rd June 2023 | |
|-----------------------------------|--|
| 8am-9am | |
| 9am-10am | |
| 10am-11am | |
| 11 am-12 noon | |

Signed..... Parent/Carer

Pupil Name..... Form

Access Request for Target Setting Day.....