

Brookfield Community School

A Specialist Sports College

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Headteacher: Mr S Edmonds



Our Ref: PG/VAM

18 October 2016

Dear Parents

Year 13 Parents Evening 4:00pm – 7:00pm on Monday 31 October 2016

The Year 13 Parents Consultation Evening will take place at Brookfield on **Monday 31 October 2016**. It will commence at **4.00pm** and finish at **7.00pm**. As this is a crucial stage of your son/daughter's education, I hope that you will take the opportunity to attend. If you cannot attend on this date but wish to discuss your child's progress, do not hesitate to contact me as alternative arrangements can be made.

An appointment system will operate on the evening and students will consult each of their teachers to obtain suitable appointment times on the booking sheet issued to them. In order for the appointment system to work efficiently I would ask that discussions are limited to five minutes. Lengthier consultations can be arranged at a mutually convenient time during the school day.

I would be grateful if you would let me know if you are unable to attend.

Could you please note that if you are driving into school for the Parents Evening, entry is via the Chatsworth Road entrance as the Storrs Road entrance is pedestrians only.

We look forward to seeing you on the above date.

Yours sincerely

Mr P Gascoyne
Head of Year 13

