



Queen Mary's Grammar School

Headmaster: T J Swain, M A

Parents' Evening for Pupils of Year 7

February 2017

Dear Parents

We are holding a Parents' Evening for parents of our Year 7 boys on Thursday 2nd March between 4.30 and 7pm. We hope that as many of you as possible will be able to attend, along with your son.

The main purpose of this meeting is for you to have the opportunity to discuss your son's progress with those who teach him. That means that there may be a lot of different teachers whom you want to meet. In order to allow this, we have divided the time available into 5 minute interview slots. All teachers will be in the Hall and Dining Area, so it should be possible to move from one to the other quickly and keep to a tight schedule.

The system works like this:

In the front of your son's Homework Diary, you will find a timetable grid which your son will need to complete before the evening. It will be your son's responsibility to make the appointments. If, for any reason, a member of staff particularly wants to see you (there may be a concern that he or she wants to bring to your attention), priority will be given to those appointments. After those appointments have been made, your son will be able to make appointments with as many staff members as you want. A practical word of warning, however: it is a good idea to leave some gaps during the evening to allow for the possibility of some interviews over-running!

You will no doubt understand that it may not be possible for some members of staff to make appointments with every parent who wishes to see him or her. For example, Mr Vause, our Director of Music, teaches all 120 boys in Year 7. When this is the case, the teacher will prioritise those who have the greatest need for a discussion. If, then, you do not get a interview, it probably means that your son is doing well in that particular subject.

It will be possible to make appointments with your son's Form Tutor and Head of Year, Miss Timmins, so that you can get an overview of pastoral matters and talk about how your son has settled into the school. I will be available in my office throughout the evening (without appointment) to discuss any matters that you may wish to raise.

Please may I draw your attention to the need for responsible parking so that access for the Emergency Services is available at all times. It may indeed be necessary to park in the bays along Sutton Road rather than try to gain access to the site.

Please complete and return the reply slip via your son's Form Tutor, by Monday 27th February.

We always value the opportunity to engage in detailed dialogue with you about your son's progress and look forward to welcoming you here on Thursday 2nd March.

Yours sincerely

Richard Langton
Head of School

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Year 7 Parents' Evening

Thursday 2nd March 2017

Name of Pupil.....Form.....

I/We shall/shall not be able to attend the Parents' Evening on Thursday 2nd March 2017

Signed.....