

9 January 2020

Dear Parent/Carer,

KS5 Parents' Evening
Thursday 23 January (4.30 – 7.00pm)

I would like to invite you and your son/daughter/ward to a Parents' Evening.

Consultations will take place throughout the school. Details of staff locations will be posted in the main entrance and on students' appointment cards. Appointments will be ten minutes in duration and request that both staff and parents/carers keep to these times as much as possible. If longer discussions are required, a subsequent meeting could be arranged at a time to suit both parties.

The students are responsible for arranging appointment times with each of their teachers and are expected to attend in smart attire, as this is a formal school event. It would be helpful if you would indicate your arrival by signing against your son/daughter/ward's name on the form lists in the canteen. You will also be able to collect the latest data and progress report from the canteen. This data report will include results from the January Pre-Public Examinations (PPEs).

This is an extremely important opportunity for parents/carers and students to meet with subject teachers and discuss the progress being made in chosen subjects. It is also an excellent chance to review student performance in January's PPEs and discuss targets for improvement.

It is very important that you let us know whether you **will** or **will not** be able to attend. Please do this as soon as possible by completing the short online form in your email - the form will take less than a minute to complete. This is an annual event so we are hoping for a high turnout of students and parents/carers.

If you would like further clarification on any of the above, please email me at jdoyle@isleworthsyon.org.

I look forward to seeing you on the evening.

Yours faithfully,



Mr J Doyle
Assistant Headteacher - Sixth Form Leader