

25<sup>th</sup> September 2019

Dear Parents,

**YEAR 7-11 PARENTS/GUARDIAN MEET THE TUTOR AFTERNOON, MONDAY 7<sup>th</sup> OCTOBER 2019, between 3:00pm and 6:00pm, ARTS CENTRE AUDITORIUM**

On Monday 7<sup>th</sup> October you and your son/daughter are invited to a meeting with your child's form tutor, The aim of the meeting is to create a two way conversation between home and school and to focus on how your child has started and settled into the academic year so far.

The form tutor is aiming to meet all the parents in the tutor group and your appointment is scheduled to take 5 minutes. Please complete the sheet below to indicate the best time for an appointment. If you have more than one child please allow a 10 minute gap between the appointment requests. Your child's form tutor will confirm the time with a reply slip. If you are unable to make this time please suggest an alternative time and your child's form tutor will do their best to accommodate this request.

For parents of Key Stage 4 students (Years 9-11) the Heads of English, Maths and Science will be available in the foyer of Café 6 to answer any questions about their subjects and how as parents you can best support your child to develop effective revision strategies. Revision materials will be available to collect on the night. Year 11's will be sitting Pre Public Exams in the week beginning the 11<sup>th</sup> November 2019. This is a good opportunity to help students begin actively preparing for these tests.

Please do not hesitate to contact your form tutor or myself if you have any questions about the meetings.

Yours sincerely,

James O'Connell  
Principal

**Principal: Mr James O'Connell**

Exeter Road, Teignmouth, Devon, TQ14 9HZ

**Tel:** 01626 774091 **Visit:** [www.teignmouthsecondary.co.uk](http://www.teignmouthsecondary.co.uk)



**PARENTS/GUARDIAN MEET THE TUTOR AFTERNOON**

**MONDAY 7<sup>th</sup> OCTOBER 2019 (3:00pm till 6:00pm in the Arts Centre)**

<i>Student:</i>	<i>Tutor:</i>
<i>Parents/Guardians:</i>	
<b>PARENT'S REPLY</b>	
I/we will attend the meet the tutor event and suggest the time (Tick) <input type="checkbox"/>	
I/we will not be able to attend this appointment (Tick) ) <input type="checkbox"/>	
I/we would like to suggest a time between 3:00 and 6:00pm as .....	
Signed by Parent/Guardian: ..... Date: .....	

<b>TUTOR'S REPLY</b>
Tutor Confirmation of time Monday 7 <sup>th</sup> October, Arts Centre
Meeting time confirmation by the form tutor ..... pm