

Headteacher
Mrs DA Silcock
B. Sc. NPQH



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FCIPD Dipl PA
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Founded 1708

THE BLUE COAT SCHOOL
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A Specialist School in Science and Mathematics

14th January 2011

Dear Parent/Carer

Year 8 Parents' Evening – Thursday 27th January 4.30pm – 7.00pm

I am writing to invite you to your child's annual Parents' Evening, which will be held on Thursday 27th January from 4.30pm until 7.00pm. It would be helpful if you would confirm your arrival with the duty prefect.

The Parents' Evening will take place both in Shirley Hall and in the rooms along the language corridor, which is immediately adjacent to Shirley Hall.

The subject staff for History, Geography, Physics, Chemistry and Biology will be located in the rooms along the language corridor. All other members of staff will be located in Shirley Hall. There will be school prefects on duty to help direct parents to the appropriate venues.

Your child will shortly receive a blank appointment sheet and will be required to make the necessary appointments for you with the relevant members of staff. Your child should avoid booking two appointments directly following each other, so that sufficient time is allowed for moving between members of staff.

In addition to your child's subject teachers, both Miss Cornwall (Head of Year 8) and Mr Shipgood (Key Stage 3 Manager) will both be available for consultation.

If you require wheel chair access to the school, please contact the school in advance of the Parents evening in order to allow us to put the appropriate arrangements in place.

Please sign and return the attached pro-forma by Monday 24th January.

Yours faithfully

S Cornwall
Head of Year 8

S Shipgood
Key Stage 3 Manager

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REPLY SLIP

Year 8 Parents' Evening Thursday 27th January
PLEASE RETURN THIS SLIP TO YOUR FORM TUTOR

I/We shall / shall not be attending the Year 8 Parents' Evening.

Name of Student: _____

Form _____

Parent/Carer Signature: _____

Date: _____

