

Headteacher
Mr M A Pennington
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Founded 1708

Chair of Governors
Julia M Shaw
FCIPD Dipl PA

The Blue Coat School

An Academy 'Leaders in Science and Mathematics'
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February 2019

Dear Parent(s)

Year 11 Parents' Evening

I am writing to invite you to your son/daughter's annual Parents' Evening, which will be held on Tuesday 5th March 2019 from 4.15 pm until 6.45 pm. It would be helpful if you would confirm your arrival with the duty prefect. The Parents' Evening will take place in The Chapel and in the Robert Stythe Study Library and classrooms. **Access to The Chapel will be via the Clock Tower entrance.**

Your son/daughter 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 son/daughter should avoid booking two appointments directly following each other, so that sufficient time is allowed for moving between members of staff.

The purpose of the short meetings is to discuss the progress of your son/daughter. Should you require a longer discussion with a member of staff please email office@bluecoatschool.org.uk and an appointment at a mutually convenient time can be made with the relevant teacher.

In the event of requiring wheelchair 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.

Yours faithfully

S Yates

S Yates
Deputy Headteacher

