

4 February 2019

Dear Parent/Carer

**\*\*IMPORTANT DIARY DATE \*\*\* Year 10 Parents' Evening – Wednesday 6 March 2019**

We are giving advance notice of the Y10 Parents' Evening which takes place on **6 March 2019** and trust that you will continue to support your child's education by making every effort to attend this event.

It is vitally important that all parents/carers attend particularly at this midway point in Year 10. The data gathered from the mock exams which took place in January, will be used to set the target grades for your child's final year at The Westleigh School.

Subject teachers will be available to discuss the outcome of the mock examination result with yourself and your son or daughter and also explain the Y11 target grade with you. We will distribute students' **Personalised Learning Checklist (PLC)** and further discuss any issues that have the potential of preventing students from realising their academic potential.

Students will be issued with an appointment sheet and will book appointment times on your behalf in advance. Staff will be available between **4.00pm** and **6.45pm** in the Main Building. On arrival, please sign in at the reception desk to collect a welcome pack, including your child's Year 10 Progress Report.

I would be grateful if you could confirm your attendance by completing the reply slip below and return it by Friday 1 March 2019. Alternatively, you can inform the school of your intentions to attend by replying to **07624804557** or via [parentsevening@westleigh.wigan.sch.uk](mailto:parentsevening@westleigh.wigan.sch.uk)

If you are unable to attend Parents' Evening, please contact the school on 01942 202580 to arrange an alternative meeting in school with the Head of Year or Form Tutor.

Please note that students attending Parents' Evening are expected to be in full school uniform.

Yours sincerely,



**C Bramwell**  
**Headteacher**

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**FAQ: Y10 Parents' Evening - Please pass to your Y10 Form Tutor or Mr Finney in E4**

Name of Student: \_\_\_\_\_ Form: \_\_\_\_\_

- I/we will be attending Parents' Evening on Wednesday 6 March 2019
- I/we are unable to attend Parents' Evening and wish to request a meeting at another time with the Head of Year to discuss my child's progress

Parent/Carers Name and Signature:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_