

Alun School



January 2017

To: Parent/Carer of all Year 11 Pupils

Dear Parent/Carer,

You are invited to attend the Year 11 Parents' Evening held on Tuesday 7th February to discuss your child's progress so far this year. Your child is welcome to accompany you to meet their subject teachers.

Year 11 teachers will be available to meet with you from 16:30 to 19:00 on an appointment basis. Your daughter/son will be making appointments for you to see subject teachers that will be recorded in their homework diary. We strongly recommend that you bring the diary with you for the evening. The evening is likely to be busy and so I would ask you to limit each interview to five minutes. For matters requiring further discussion please make a separate appointment through the school secretary.

In view of the congestion in the main car park in the evenings, you may find it helpful to park in the area adjacent to the tennis courts, around the back of the school. All staff will be located in the Daniel Owen Building and, so, it would be helpful if you could enter the school via that entrance. For fire safety we ask that you sign in and out at this entrance.

It would be appreciated if you would kindly complete and sign the tear-off slip below and return it to the school by Tuesday 31st January.

Yours faithfully,

Mrs G Roberts- Assistant Headteacher

**Headteacher
Mrs. J. Cooper**

**Deputy Head
Mr. C. Ellis**

**Assistant Heads
Mr. J. Colclough
Dr. T. Erasmus
Mrs. G. Roberts**

01352 750755

alunschool.co.uk

**Wrexham Road
Mold, Flintshire
CH7 1EP**

**Ffordd Wrecsam
Yr Wyddgrug
Sir y Fflint
CH7 1EP**

ALUN SCHOOL, MOLD
Year 11 Parents Evening – 7th February 2017

Student name: _____ Tutor Group: _____

I acknowledge receipt of your letter dated January 2017 and confirm that I shall/shall not* be able to attend the Year 11 Parents' Evening on the 7th February 2017.

*Please delete whichever is not applicable

Signed Parent/Carer: _____ Date: _____