



St Katherine's School



11 October 2019

Dear Parents/Carers

**Year 7 Meet the Tutor Evening
Thursday 17 October – 4.00pm – 7.00 pm**

We invite you to attend our tutor evening which is an opportunity to discuss your child's work, how your child has settled in at St Katherine's and general progress. Tutors will be available for consultation from 4.00pm to 7.00pm by appointment. Each consultation will last approximately five minutes and provide an opportunity to talk about:

- How your child has settled into the tutor group
- Positive behaviour and contribution to the school and year group
- The induction process
- Any concerns or queries

It is important to inform you that this is not an evening to discuss your child's performance in particular subjects. There will be a subject evening on 30 January 2020 where you will have an opportunity to speak to Year 7 subject teachers. If you have a concern with a specific subject in the meantime, do not hesitate to ring and make an appointment with the subject teacher concerned.

In order to help us structure the evening and make effective use of time we have arranged an appointment system. Bookings can be made through our [online booking system](#). We encourage you to use this system to ensure a fast and convenient means of making your appointment. Bookings open at 15:20 on 11 October and close at midday on 17 October. If you are unable to use the online booking facility, please call reception on 01275 373737 and we will make the booking with you over the phone.

Mr Francis-Black, Deputy Headteacher and Mrs Ball, Transition Manager/Head of Year 7, will be available during the evening.

We look forward to welcoming you and your son/daughter on Thursday 17 October.

Yours sincerely

**Justin Humphreys
Headteacher**

Headteacher: Justin Humphreys

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