



CHRIST THE KING CATHOLIC HIGH SCHOOL AND SIXTH FORM CENTRE

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J Lancaster BEd (Hons)
Headteacher

September 2017

Dear Parent/Guardian

Year 7 Meet the Form Tutor Parents Evening

We are writing to inform you that the "Meet the Form Tutor Parents Evening" will take place on **Thursday 5th October between 4pm and 6.00pm** in the Sixth Form Atrium. We hope you will be able to take this opportunity to discuss with the Form Tutor how well your son/daughter has settled into life at Christ the King.

An appointment system will be in operation and we would ask you to take advantage of this to help us organise the evening efficiently. **Your child will make a 5 minute appointment directly with the Form Tutor and she/he will record the time in their personal journal.**

There will be an opportunity to attend a short session on a variety of topics as the table below each session will be for 20 minutes. These are extremely important and we would strongly advise attendance.

SESSION/TOPIC	ROOM	TIMES	Member of Staff presenting the talk
Wellbeing/Rewards & Attendance	RE1	4.10 to 4.30 4.40 to 5.00 5.10 to 5.30	Mr D Morgan
Homework/ILA's/Website	RE2	4.10 to 4.30 4.40 to 5.00 5.10 to 5.30	Mr P Gadie
Assessment/Reporting/Setting	RE3	4.10 to 4.30 4.40 to 5.00 5.10 to 5.30	Mr N McCourt
Safeguarding	H5	4.10 to 4.30 4.40 to 5.00 5.10 to 5.30	Ms A Stead

Please return the attached reply slip to your child's Form Tutor.

Yours sincerely

Mr. M. Dorr
Head of Year 7
Email: dorm@christtheking-school.com

Miss R Seagraves
Assistant Head of Year 7
Email: seagravesr@christtheking-school.com

RETURN SLIP TO FORM TUTOR

Name..... Form

We will/will not be attending the Form tutor Parent's Evening, on **Thursday 5th October 2017**

Preferred appointment time for Form Tutor.....

Signed..... (Parent/Guardian)

