

Clarkes Lane, West Bromwich, West Midlands, B71 2BX

Tel: 0121 588 8384 Fax: 0121 567 5284

Email: info@phoenix.sandwell.sch.uk

Website: www.aspirebelievesucceed.com

Ref: JB

1st February 2017

Dear Parent or Carer

Sixth Form Parents' Evening

I am writing to invite you to attend your child's Parents' Evening which will take place on **Monday 13th February 2017 4:00 p.m. to 7:00 p.m.** This is an extremely important date in the school year as it is an opportunity for you to discuss your child's progress with his/her subject teachers.

As always, your support is very important to us and so your attendance at this evening is very much appreciated. I would be grateful if you would return the reply slip below to your child's Form Tutor by **Wednesday 8th February, 2017**. Attached is an appointment sheet with which he/she should arrange times (ten minutes apart) for you to meet with all of his/her teachers.

We look forward to seeing you.

Yours faithfully,



Miss J Barr

Assistant Head Teacher Post 16

✂.....

Ref: JB

Sixth Form Parents' Evening - Monday 13th February 2017

I have received the letter regarding Sixth Form Parent's Evening and *will

*will not be able to attend.

Pupil Name: _____ Form: _____

Signed: _____ (Parent/Carer) Date: _____

*** Please tick as appropriate**