



# ACTON HIGH SCHOOL

Headteacher: Mr Ken Mackenzie

31<sup>st</sup> October 2016

Dear Parent/Carer,

## Year 11 Parents' Evening – Tuesday 15<sup>th</sup> November

Our Year 11 Parents' Evening will take place on Tuesday 15<sup>th</sup> November 2016 from 4pm to 7pm.

With students' final examinations now just months away, your attendance is crucial. Please confirm that you will be attending by returning the reply slip below to your child's form tutor by Wednesday 9<sup>th</sup> November.

Your daughter or son should make appointments for you to see each of their subject teachers using the relevant pages in their student planners. These appointments will update you on your child's progress and consider areas for focus ahead of the pre-public and final public examinations that lie ahead. They will also ensure that you are equipped to most the best possible support over the demanding months ahead.

I also wish to remind Year 11 parents of another event they may wish to attend. On Wednesday 30<sup>th</sup> November Acton High's Sixth Form Open Evening will take place in our Greer Centre building. Parents and carers are welcome to attend this event with their children to find out more about Sixth Form study at Acton High. Details are on our website.

We look forward to welcoming you for the Parents' Evening on Tuesday 15<sup>th</sup> November.

Yours sincerely,

**Ms Lok**

Assistant Headteacher

jlok@actonhigh.ealing.sch.uk

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Student's name: \_\_\_\_\_ Form: \_\_\_\_\_

Please indicate:

- I/we will be attending the Year 11 Parents; Evening on Tuesday 15<sup>th</sup> November 2016
- I/we will not be able to attend the Year 11 Parents' Evening on Tuesday 15<sup>th</sup> November 2016

Name of Parent/Carer: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

