



# Sir Graham Balfour School

Member of Sir Graham Balfour Multi-Academy Trust

9<sup>th</sup> September 2019

SLM/DAE

Dear Parent/Carer

## **How to Make the Most of Sir Graham Balfour – Parents Evening**

As a Year 7 student your son/daughter is at the start of a big change in their education. I would therefore like to invite you to our evening for **parents only** on Tuesday 24<sup>th</sup> September 2019 at 6.00 pm.

During the evening you will hear short presentations from members of the Leadership Group as to provide you with ideas about how you can best support your son/daughter through this first year of their career at Sir Graham Balfour.

At the end of the evening staff will be available to answer individual questions and concerns.

Please complete the reply slip below and return to Reception as soon as possible.

I look forward to meeting you on Tuesday 24<sup>th</sup> September 2019 at 6.00 pm.

Yours faithfully

Sharon Metcalfe  
Assistant Headteacher

---

## **How to Make the Most of Sir Graham Balfour – Parents Evening** **Tuesday 24<sup>th</sup> September 2019**

I will/will not\* be attending this session (\*Please delete as appropriate)

Student Name ..... House Group .....

Signed ..... Parent/Carer with Parental Responsibility

**Please return to Reception as soon as possible**