



1<sup>st</sup> February 2019

Dear Parent/Carer

## Concertinaed day and Year 9 Parents' Evening

We are writing to inform you about our final trial for Year 9 Parents' Evening on Wednesday 27<sup>th</sup> February. This is a most important event for our Year 9 students, as they will be discussing their GCSE options with their teachers.

As a result, secondary parents, carers and students will need to be aware that **on Wednesday 27<sup>th</sup> February, ALL of our secondary students (including Year 12 & 13) will have another concertinaed day.** As before, this means that all lessons will continue as normal, but we will reduce the length of each period on this day as per the table below.

Please make a note in your diaries of the date above, as **students will be able to leave school at the beginning of lunch on this day, which will start at 1:10 pm.** Alternatively, students will be able to stay until the end of lunch at **1:50 pm.** We anticipate that most of our students will have left the site by 1:50 pm, as was the case back in December. However, if students decide to stay, they will be supervised until **3:15 pm** by those staff who are not taking part in Parents' Evening. Students who decide to stay after lunch will need to sign out if leaving school before 3:15pm.

Please allow us to remind you that the main advantage of the new format is to provide parents and carers with longer appointments to meet with each teacher at Parents' Evenings. The movement time between appointments will also be extended, which will hopefully reduce the queuing and allow a higher quality conversation. Finally, we hope that the lengthening of the event will help to maximise the use of the school car park.

The format for a **concertinaed day on Wednesday 27<sup>th</sup> February** will be as follows:

	Lessons for ALL SECONDARY STUDENTS (Year 7-13) Wednesday 27 <sup>th</sup> February.	Duration of lessons
1	8:45 – 9:30 am	45 min
2	9:30 – 10:10 am	40 min
3	10:10 -10:50 am	40 min
Break	10:50 – 11:10 am	20 min
4	11:10 – 11:50 am	40 min
5	11:50 am – 12:30 pm	40 min
6	12:30 – 1:10 pm	40 min
Lunch	1:10 pm – <b>1:50 pm</b> students can leave site or stay for lunch	<b>40 min</b>
<b>1:50 pm</b>	Students to have left site or be supervised by staff.	
Year 9 Parents' Evening	<b>From 1:50 pm until 7:40 pm</b>	<b>7 min appointments</b>

**The main change you will need to be aware of, is the fact that students will be able to leave the site early (by 1:50 pm) if they wish.**

As always, we will value parents' feedback during the third trialling of this new format. After this trial, we hope to have collected enough information before committing to any future changes with Parents' Evenings for any other year groups. Please rest assured we will keep you informed about any final decision taken.

Finally, we would like to take this opportunity to thank you for your support.

Yours faithfully,

**Mr M. López, Assistant Principal**  
Responsible for KS4 (Years 10 & 11).

**Mr A. Colman, Assistant Principal**  
Responsible for KS3 (Years 7, 8 & 9).

**Mr P. Ashton, Assistant Principal**  
Responsible for KS5 (Years 12 & 13).

**Secondary:** 01604 669200 **Primary:** 01604 669210 **Website:** [www.ccs.northants.sch.uk](http://www.ccs.northants.sch.uk)

**Principal:** David James **Vice Principals:** Andrew Fisher Katherine Patterson Gary Wakefield

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