



1st March 2019

Dear Parent/Carer,

Concertinaed Day and Year 7 Parents' Evening on Tuesday 12th March

We are continuing to review the use of *concertinaed days* for Parents' Evenings during this academic year, and we will follow the same format as previously used for Year 11, 10 and 9.

We are still receiving feedback and the school governors and our principal, Mr James, will continue to study and consider all the comments received from parents, teachers and students during this academic year following Parents' Evenings.

Secondary parents, carers and students will need to be aware that **on Tuesday 12th March, 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.

	<u>Lessons for ALL SECONDARY STUDENTS (Year 7-13)</u>	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 – 1:50 pm students can leave site or stay for lunch	40 min
1:50 pm	Students to have left site or be supervised by staff.	
Parents' Evening	From 2:00 pm until 7:40 pm	7 min appointments

Please read below a reminder of the procedures on *concertinaed days*:

ALL of our secondary students (including Year 12 & 13) will have all timetabled lessons on these dates, but we will reduce the length of each period on the day as per the table above. Students will be able to leave school at the beginning of lunch, which will start at 1:10 pm and finish at 1:50 pm.

*Please remember that students will be able to stay until the end of lunch at 1:50 pm if they wish. Most of our students left the site by 1:50 pm on previous events and we anticipate this will be the case again. 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.*

We would like to take this opportunity to thank everybody for their feedback and continued 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).

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