



THE
KING'S
SCHOOL
GRANTHAM

U:\HOY\7\Parent evening
25 March 2014

Dear Parent

I am writing to inform you of arrangements for the Year 7 Parents Consultation Evening on Tuesday 22 April, between 4.30pm and 7.00pm and the Year 7 Examination Week which begins on Monday 19 May.

Students are expected to make appointments with staff and record them in their planner to provide you with a schedule for the night. Staff may also ask to see you, and will make an appointment through your son. This has been found to be the most efficient method of making appointments since you can make your son aware of any time restrictions on your availability and he can book accordingly. This system also encourages him to take responsibility for his learning, and promotes skills of communication and organisation in your son.

Consultations are of five minutes duration. Teachers are seated in alphabetical order to the left of the doors as you enter the Hall. Should there be an issue which will require more time than this, may I request that you contact me and a separate appointment can be made.

Common Assessment Marks for each subject, along with grades for behaviour, organisation and engagement will be sent home this week.

Due to time pressures and teaching duties, it is unlikely that I will be able to see you without an appointment on 22 April. However, if you do need to speak with me, and I do not have free slots on my schedule, please feel free to arrange a 'call-back' by contacting the School Office.

The Year 7 examination week will be held during the week beginning 19 May. All assessments will be carried out during normal timetabled lessons. The exams will cover work carried out over the whole year and not just the most recent work.

Students will be told when exams will take place and provided with information on content by their subject teachers and this should be recorded in the planner to assist with revision.

A good deal of time is used during lessons, particularly at this time of the year, explaining revision techniques and reminding groups of the topics most likely to be tested.

Parents are reminded that they will be asked to complete an annual questionnaire for the Head Master throughout the evening.

Please complete the reply slip on the bottom of this letter and return to the School Office, via your son, by Monday 31 March 2014.

Yours sincerely

John McCormick
Head of Year 7 and Transition

.....
Please email return to: School Office

I/we* will/will not* be attending the Year 7 Parents Consultation Evening on Tuesday 22 April.

Student Name: Form: 7.....

Signed: (Please Print Name):

*Please delete as appropriate