

## Swanmead Community School



Ditton Street  
Ilminster  
Somerset  
TA19 0BL

Telephone: 01460 52431  
e-mail: [Swanmead@educ.somerset.gov.uk](mailto:Swanmead@educ.somerset.gov.uk)  
Web Address: [swanmeadschool.co.uk](http://swanmeadschool.co.uk)

Headteacher: Mr. M. Walker

5<sup>th</sup> March 2019

Dear Parent/Guardian,

### **YEAR 7 PUPILS SUBJECT CONSULTATION EVENING – Tuesday, 19<sup>th</sup> March 2019**

To ensure parents have the opportunity to fully engage with subject teachers regarding the progress their children are making, a Consultation Evening has been arranged for **Tuesday, 19<sup>th</sup> March 2019**, with appointments available between **4.00 p.m. and 7.00 p.m.**

This Consultation will give you opportunity to focus on attainment targets set and discuss with subject teachers ways in which support can be given both at home and in school, to ensure these targets are met. The process will support pupils in feeling positive about their achievements – it is important that they attend with parents.

Please indicate on the sheet overleaf the teacher(s) you wish to meet and the most convenient time. It will be the responsibility of your child to show this to the named teachers in order to make an appointment – the teachers will write the time on the sheet.

Mrs Perkins (SENCo) will also be available to meet with parents of pupils on the SEN register from 4.00 p.m. – 5.30 p.m. Please ask your child to arrange this appointment through the School Office.

Should you not wish to meet with teachers on this occasion, please sign as indicated at the bottom of the page, to acknowledge receipt of this letter. Please return this to your child's tutor.

Yours sincerely,

Mark Walker  
Headteacher



**Year 7 - Subject Consultation Evening**  
**Tuesday, 19<sup>th</sup> March 2019**  
**4 p.m. – 7 p.m.**

|               |                  |
|---------------|------------------|
| Name of Pupil | Tutor Group: 7 - |
|---------------|------------------|

Please tick ALL the boxes on this return slip which show times when you could conveniently come in. Your child should take this to teachers to make appointments as soon as possible.

Times you can make

|      |      |      |      |      |      |      |
|------|------|------|------|------|------|------|
| 4.00 | 4.30 | 5.00 | 5.30 | 6.00 | 6.30 | 7.00 |
|------|------|------|------|------|------|------|

| <b>I would like to see the following subject teachers (Subject)</b> | <b>Teacher</b> | <b>Appointment Time</b><br><i>(to be filled in by the Teacher)</i> |
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Signed:..... Date:.....  
Parent/Guardian

I/We have received the Year 7 Consultation Evening letter and do not wish to make an appointment on this occasion.

Name of Child:..... Tutor Group:...7 -.....

Signed:..... Date:.....  
Parent/Guardian