

# Meopham School

A Member of Swale Academies Trust

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PPI/ Year7Parents

22 February 2017

Dear Parent/Carer

**Re: Year 7 Parents' Evening**  
**Thursday 16 March 2017 – 4.00-6.30pm**

I would like to invite you to the Year 7 Parents' Consultation Evening on Thursday, 16 March 2017 from 4.00-6.30pm.

Included with this letter is an appointments sheet. Appointments are usually for 5 minutes. This form needs to be completed as soon as possible. Once complete your son/daughter needs to bring the form into school. He/she must take this form, during lesson time, to book appointments with subject teachers. Unfortunately not every parent/carer will get appointments with all staff as some teach more students than there are appointments available.

This evening will be an opportunity for you to discuss your son/daughter's progress and continue the partnership already established. We would expect your son/daughter to attend this evening and to take part in the discussion.

If you require further assistance with this process please contact your son/daughter's form teacher to discuss.

Yours sincerely

A handwritten signature in black ink that reads "Pam Pillet". The signature is written in a cursive, flowing style.

Mrs Pillet  
KS3 Learning Leader