

19th November 2019

Dear Parent(s)/Guardian(s)

UPPER SIXTH PARENTS' EVENING

You are invited, together with your daughter, to meet staff from The Ladies' College and Elizabeth College who teach A-level level courses on:

Wednesday 4th December from 17:00 – 19:30 at Elizabeth College

This meeting will be an opportunity for you to discuss your daughter's progress.

Please complete and return the form attached to your daughter's tutor by **Friday 29th November 2019**.

<https://forms.office.com/Pages/ResponsePage.aspx?id=xuX8pHkAbk-EVpVFijPt4kxNu92FyKJBoitpdLiQPGtUOFdIWUc5QTJKVzM4WlcwRVZNS1VPNERUTi4u>

The students will be given an appointment list by their Form Tutor and they will be gathering a list of appointment times to meet with subject teachers in advance of the meeting. Please let your daughter know the times which suit you best, and we will do our very best to accommodate wherever possible. If you are unable to attend, please let your daughter's tutor know in advance so that an alternative appointment time can be arranged for you.

Mrs Clancy will be available throughout the evening to meet with parents.

Yours sincerely,

E. Clements

Miss Emma Clements
Head of Sixth Form