

18<sup>th</sup> December 2017

Dear Parent/Carer,

**Re: Year 9 Parents' Evening**

The Year 9 Parents' Evening will take place on Thursday 11<sup>th</sup> January 2018 from 4pm to 6.30pm and will be by appointment with your child's subject teacher.

The event will give you the opportunity to discuss how your child has progressed and a chance to discuss any concerns you may have. As the Head of Year 9, I will be available to talk to during the event as will Kerry Swanson, the Assistant Head of Year.

Please let your child know the time that is best for you and they will be able to book time slots with the relevant staff. Please complete and return the reply slip to let us know if you will be able to attend this event.

Should you have any queries, please contact me at school in the usual manner.

Yours faithfully,

Mr Andrew Carriere  
Head of Year 9

---

**Year 9 Parents' Evening**  
**Thursday 11<sup>th</sup> January 2018**  
**Reply Slip**

Name of Student \_\_\_\_\_ Form \_\_\_\_\_

I will be attending Yes  No   
*Please tick as appropriate*

Headteacher: **Mrs J Gray, MSc, NPQH**

St Michael's Church of England High School • Rowley Learning Campus • Curral Road • Rowley Regis • West Midlands • B65 9AN  
Telephone: **0121 561 6881** • Fax: 0121 561 6882 • email: [contact.staff@st-michaels.sandwell.sch.uk](mailto:contact.staff@st-michaels.sandwell.sch.uk)

Name \_\_\_\_\_ Signature \_\_\_\_\_

Please return this form to your child's form tutor by Friday 5<sup>th</sup> January 2018