KAG/hs
13th June 2008

Dear Parent/Guardian

I should like to extend to you a warm invitation to visit the school on Thursday 26th June 2008 between 3.30 pm and 6.00 pm when you will have the opportunity to discuss your son's or daughter's work and progress with members of staff who teach students in Year 7.

If you would like to consult any members of staff, please ask your son or daughter to arrange an appointment for you. Cards on which appointment times are to be recorded will be issued to students. If any particular time is unsuitable for you, perhaps you would pass on the information at home before any appointments are arranged.

Consultations will be allocated at five-minute intervals. In the interest of all concerned, it would be appreciated if everyone could adhere to the timetabled appointments. Should you require an interview lasting longer than five minutes, please do not hesitate to contact the school to arrange an appointment. It would clearly be of great benefit to your child, to yourself and the school if you could attend.

Please complete the section below and return it to your son's or daughter's Form Tutor as soon as possible.

Yours faithfully

K A Gibson
Head Teacher

Harton Technology College
Year 7 Parents' Consultations –Thursday 26th June 2008

***** I will/will not be attending the Year 7 Parents' Consultation Meeting
* (please delete as appropriate)

Student's Name: ..... Form: .....

Signature: ..... (Parent)