

18 January 2019

Dear Parent / Carer

**Year 10 Parents' Evening, Thursday 7 February, 4pm – 7pm**

I should like to invite you to the Year 10 Parents' Evening, which takes place on Thursday 7 February between 4pm and 7pm. You will receive your child's latest report during this evening.

Parents' Evening is a very important occasion and the Year 10 Parents' Evening particularly so. It is an invaluable opportunity for you to discuss your child's progress with his/her teachers and form tutor or mentor. We ask that your child accompany you, in full school uniform, so that parent, student and teacher are all involved in the discussion about progress.

The school has an easy to use online appointment booking system. This allows you to choose your own appointment time with staff and you will receive an email confirming your appointment. We are confident this will reduce waiting times and we welcome any feedback.

An appointment can be made until **Thursday 7 February at 3.00pm.**

Please visit <https://ridgewayhighschool.parenteveningsystem.co.uk> to book your appointment or follow the link on our website.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

I look forward to seeing you on Thursday 7 February.

Yours faithfully



**Mrs E Williams**  
**Deputy Headteacher**