

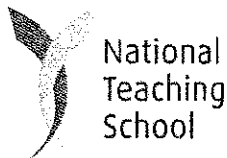


# WESTCLIFF HIGH SCHOOL FOR GIRLS

An Academy Grammar School  
Headteacher: Dr Paul Hayman BSc



Kenilworth Gardens, Westcliff-on-Sea, Essex, SS0 0BS



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November 2017



## To Parents / Carers of Year 12 pupils

Dear Parent(s)/Carer(s)

You are invited to school on Monday 20 November 2017 to discuss your daughter/son's progress with her/his subject teachers. The school will be open from 4.00 to 6.30 pm and appointments may be made by your daughter / son. Staff will be in the Main Hall.

This is an exceptionally important opportunity for staff to meet with parents and we hope that you will make every effort to attend.

Colleagues who are unable to attend the meeting will arrange to see you at a mutually convenient time, or contact you by telephone. Should this occur, there will be forms available for you to fill in at the reception desk. If you have any problems that you would like to discuss with me or Mr Hayton, appointments should also be made by your daughter/son.

This meeting with subject teachers is part of a programme of feedback on the progress of your daughter/son this year:

- Week beginning Monday 6 November 2017 - PT1 Report to parents (to be sent electronically via My Child at School, MCAS)
- Monday 20 November 2017 - Parents' Evening with subject teachers to consider academic progress
- Week beginning Monday 5 March 2018 - PT2 Report to parents (via MCAS)
- Week beginning Monday 7 May 2018 - PT3 Full Report to parents (via MCAS).
- Thursday 10 May 2018 – Parents' Evening with subject teachers to consider academic progress
- Week beginning Monday 16 July 2018 – end of year exam results.

If you are unable to attend this evening, and would like to arrange a telephone appointment with the Head of Sixth Form please contact the school at the number above.

May I ask you not to park in the Hunter's Lodge car parking area as this causes inconvenience to the elderly residents and their visitors.

Yours sincerely

Dr Paul Hayman  
Headteacher

