

Rivington Park Independent School
Parents Evening
Thursday 13th October 2011

Dear Parents

This terms Parents Evening will be on Tuesday 18th October It will commence from 3.30pm onwards. Parents can arrange an appointment with their child's subject Teacher by using the attached appointment sheet.

Parents who are unable to attend on Tuesday 18th October are more than welcome to request an alternative date and time by arrangement with the teachers concerned. Any parent requiring help with this is welcome to contact me direct via the office.

If parents specifically want to see me for an extended discussion rather than a short parent evening consultation can they please request an appointment for an alternative date via the office?

We look forward to seeing you on October 18th

Yours sincerely

Michael Ruaux
Head Teacher

Parents Evening Appointment slip

Pupil Name.....

Teacher	Subject	Appointment time

Please can I request an alternative day and time for a parents evening consultation on:.....

Preferred date(s):.....

Teacher(s) to see:.....