

Principal: Nicola Cooper BA (Hons), NPQH

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19th March 2019

Dear Parent/Carer,

Name:..... Coaching Group:.....

I would like to invite you to join us at our Year 8 Parents' Evening on:

Wednesday 27th March 2019 from 4.00 to 6.00pm

There will be a gradebook available for you to collect when you arrive.

There is an appointment sheet in the planner, and your son/daughter should approach his/her teachers to arrange appointment times with them. Please leave a 5 minute gap between appointments.

Please note that Parents' Evenings are very busy; please turn up for appointments on time and spend no more than 5 minutes with each member of staff. If you need additional time, we will be happy to arrange a suitable follow-up.

I look forward to seeing you on **Wednesday 27th March.**

Yours sincerely

Nicola Cooper

Mrs N Cooper
Principal

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Dairy Lane, Houghton-le-Spring,
Tyne and Wear DH4 5BH
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