



Emmanuel CE Middle School

Howe Lane, Verwood, Dorset, BH31 6JF

office@emmanuel.dorset.sch.uk www.emmanuel.dorset.sch.uk

Tel: 01202 818200 Fax: 01202 828104

Executive Headteacher: Mr Ron Jenkinson, M.Ed

Head of School: Mr Rob Christopher, BSc (Hons) PGCE

Assistant Headteacher: Mrs Alice Ponchaud, BA (Hons), MA (Ed)

4th January 2018

Dear Parents,

Parents Evenings - Wednesday 17th January and Monday 22nd January 2018

I should like to invite you to attend a subject parents evening on Wednesday 17th January or Monday 22nd January 2018. The intention is that these consultation meetings provide an opportunity for you to discuss your child's "next steps in learning". Pupil reports will be sent home on Friday 12th January 2018.

Staff have been asked, where they teach both core and foundation subjects, to give priority to appointments requested for English, Maths and Science. Therefore, if you are requesting an appointment for a foundation subject your child may be asked to go back to their teacher later to check availability, especially if they predominately teach English, Maths or Science.

An appointment sheet is enclosed for your use. Please complete which teachers you would like an appointment with. **Your child should then see these teachers within school to secure an appointment. Your child should then return this sheet to you.**

Yours faithfully,

Mr R Christopher
Head of School

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