



LANGLEY PARK SCHOOL FOR BOYS YEAR 12 PARENTS' MEETINGS

THURSDAY, 5th DECEMBER 2019

APPOINTMENT SHEET – STUDENT'S COPY

NAME	TUTOR GROUP		
SUBJECTS	TEACHERS	APPOINTMENT TIME	STAFF INITIALS
FORM TUTOR			
HEAD OF YEAR			
DIRECTOR OF SIXTH FORM			
FORM TUTOR SIGNATURE			
Students should fill in the subject and teacher details above THEN....			
1. Make an appointment for all subjects – leave gaps between interviews to allow for movement. 2. Ask staff to initial the sheet above and below to confirm details.		3. Return the sheet to the Form Tutor for checking and signing. 4. Detach Parents' copy and retain Student's copy for the evening of the Parents' Meeting.	



Parent/Student to detach

SCHEDULE OF INTERVIEWS – PARENTS' COPY

NAME			TUTOR GROUP		
TEACHERS	STAFF INITIALS	TEACHERS	STAFF INITIALS	TEACHERS	STAFF INITIALS
4.00		4.50		5.40	
4.05		4.55		5.45	
4.10		5.00		5.50	
4.15		5.05		5.55	
4.20		5.10		6.00	
4.25		5.15		6.05	
4.30		5.20		6.10	
4.35		5.25		6.15	
4.40		5.30		6.20	
4.45		5.35		6.25	