



LANGLEY PARK SCHOOL FOR BOYS

South Eden Park Road Beckenham Kent BR3 3BP

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Website: www.lpsb.org.uk

Headteacher - Mr S Parsons MA NPQH

November 2019

PARENTS' MEETING FOR YEAR 12 STUDENTS

Dear Parents,

May I invite you and your son / daughter to attend school on the evening of Thursday, 5th December in order to discuss his / her academic progress. Interviews will begin at 4.00 p.m. and end at 6.30 p.m. Details of the location of staff, together with a school plan will be available on the evening; a sheet headed with your son's / daughter's name should be collected from the Reception on arrival.

I would like to point out that students must attend these interviews. I would be grateful if you could ensure that your son / daughter has no other commitments on this evening.

An interview slip will be given to all students involved and they will be asked to arrange interviews for you with staff. Students should make appointments for all subjects and are advised to leave a gap between interviews to allow for movement between rooms.

Interview times will be for either five or ten minutes (depending on set sizes), but if you wish to spend longer than this, you should make a separate appointment with the appropriate member of staff. Please note that if you are unable to see a member of staff, a private meeting can be arranged at a mutually convenient time.

The Headteacher will be available for consultation during the evening without an appointment. Representatives of the Governors will be available to answer questions or address any issues raised.

If you wish to see me or the Head of Year, Mr T. A. Butterworth or Assistant Head of Year, Ms K. Parr about any matter, please ask your son/daughter to make an appointment for you.

Please return the acknowledgement slip, even if you are not attending.

Yours sincerely,

S. Edwards
Director of Sixth Form

LANGLEY PARK SCHOOL FOR BOYS

I acknowledge receipt of your letter regarding the Sixth Form Parents' Meeting.

I/We are* able/unable to attend on Thursday, 5th December 2019.

Student's Name.....

Tutor Group.....

Signed.....

Date.....

**Please delete where appropriate*

