



January 2017

Dear Parent/Carer

On Wednesday 25th January we will be holding our annual target-setting day. All students from years 7-11 will be involved, along with their parents/carers. All usual lessons are suspended and students and parents are invited to a 15-minute target setting interview. **As all staff are involved in individual interviews; there will be no lessons on this day and students should only attend school at their interview time.**

Your interview will be with your child’s tutor. It is an opportunity to discuss your child’s academic progress and to assist in writing meaningful targets that will help him/her to achieve his/her full potential during his/her time at Priory Community School an Academy Trust. We are advising you of the date now to allow time to make any necessary arrangements. You will be advised in writing of the exact time and venue for your meeting. All students must bring their planners with them. Students are not required to wear school uniform.

Please return the form at the bottom of this letter as soon as possible, but no later than Wednesday 11 January, indicating whether you would like a morning or afternoon appointment, and the names and tutor groups of siblings within the school, to help us in the planning of appointments. If you are unable to attend on the day, please note that your child is still expected to attend his/her interview.

Clearly, we look forward to seeing you on Wednesday 25th. We know that Target Setting Day has been a highly significant way in which we have achieved record exam results at Priory over the last 11 years. Thank you for your support.

Yours sincerely

Jane McBride
Head of School

Please return to your child’s Tutor

Child’s name _____ Tutor Group _____

I/We will be attending our child’s interview on Wednesday 25^h January 2017. I/We would prefer our interview within the following times

9-12 12-3

My child has the following siblings in the school. I would like interviews to be during the same slot:

Names and tutor Groups _____

I/We understand that our child must attend his/her interview, even if we are unable to do so.

Signed _____ Date _____