

The Sweyne Park School Sir Walter Raleigh Drive, Rayleigh, Essex, SS6 9BZ Headteacher: Katharine Dines

Tel: 01268 784721

Email: admin@sweynepark.com

www.sweynepark.com

21 November 2023

Year 13 Consultation Evening – Thursday 7th December

Dear Parents, carers and students,

I write to invite you to the school's Year 13 Consultation Evening on Thursday 7th December from 4:30 until 7pm, which will be held in person in the main hall. You will be able to book your appointment via the school cloud, the booking system will open on Monday 27th November at 9am. This will be an opportunity to discuss academic attainment and progress with teachers in the subjects that you/your son/daughter is studying, and with Personal Tutors.

1. The most up-to-date student attainment and progress data will be released via **Go4Schools** on Wednesday 22nd November. This will allow students and parents to access data and to discuss progress at home in advance of the consultations.

Appointments are 10 minutes in duration, though in subjects where an A Level group contains a large number of students, some appointments may be reduced to 5 minutes in duration. In the event that you miss your allocated appointment time, staff will, of course, endeavour to see you when they become free.

We look forward to seeing you on Thursday 7th December.

Year 13 Consultation Evening Reply Slip

Yours sincerely

I have received the letter dated 21 November regarding Consultation Evening. I confirm that I will / will not (please delete as appropriate) be attending with my child	
Signed	Date