



# BISHOP CHALLONER CATHOLIC COLLEGE

Ref- PT/Par Con PM, Yr 8

Wednesday 6<sup>th</sup> March 2019

Dear Parent/Carer

Your son/daughter's first Progress Report of the academic year will be available shortly.

In order that your son/daughter gains the maximum possible benefit his/her Personal Tutor will be available to review the report with you on the Parent Consultation Afternoon on **Thursday 4<sup>th</sup> April 2019**.

Students are required to attend the appointment with you in full school uniform. Appointments will be between 2pm – 4.30pm.

Progress Reports occur at regular intervals and are a key aspect of the target setting and academic processes in the school. You are strongly advised to attend the appointment time allocated by your son/daughter's Personal Tutor. This is an important transition and a meeting where we will review the first four terms of Key Stage 3 and set targets for the remainder of Year 8.

Please complete the reply slip below. Your child should return it to their Personal Tutor as soon as possible.

Yours faithfully

Mrs Dawson  
**Acting Head of Year 8**

As your son/daughter's Personal Tutor I have arranged the following appointment time .....

Please indicate on the reply slip whether you will be able to keep this appointment.

Yours faithfully

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**Personal Tutor**

Students Name: \_\_\_\_\_

Personal Tutor: \_\_\_\_\_

- I am able to make this appointment
- I am unable to make the time allocated but would like an appointment time at \_\_\_\_\_
- I am unable to make this appointment and will telephone school to arrange a new one.

Signed: \_\_\_\_\_ Parent/Carer      Date: \_\_\_\_\_

**Principal - Mr K.McEvoy**

Institute Road, Kings Heath, Birmingham, B14 7EG

Tel: 0121 444 4161 • Fax: 0121 441 1552

[www.bishopchalloner.org.uk](http://www.bishopchalloner.org.uk) • email: [enquiry@bishopchalloner.bham.sch.uk](mailto:enquiry@bishopchalloner.bham.sch.uk)

