



Dear Parent/Carer

**Re: Target Setting Day**

We are inviting you to attend our Target Setting Day on **Wednesday 7<sup>th</sup> November 2018**. We expect your son to attend the interview with you in full school uniform and return home with you at the conclusion of the target setting process. The appointment will last approximately 10 to 15 minutes. If you have more than one child at the school we will try to arrange consecutive appointments.

Please use the tear off slip below to indicate your time preference and we will try to meet your requirements. Please return the tear off slip with your son to their form tutor as soon as possible.

We feel that parents are important in the target setting process and that parents will want to know how their child can improve and progress throughout this year. All our staff will be taking part because we feel it is a very important process.

Yours sincerely

*Ms A Thomas*

**Anne Thomas  
Deputy Headteacher**

**Re: Target Setting Day – Wednesday 7<sup>th</sup> November 2018**

Name of son \_\_\_\_\_ Form Group \_\_\_\_\_

Preferred interview time (please tick)

TIME	✓	TIME	✓	TIME	✓	TIME	✓	TIME	✓	TIME	✓
8.30am		9.50am		11.30am		1.00pm		2.40pm		4.00pm	
8.40am		10.00am		11.40am		1.10pm		2.50pm		4.10pm	
8.50am		10.10am		11.50am		1.20pm		3.00pm		4.20pm	
9.00am		10.20am		12 noon		1.30pm		3.10pm		4.30pm	
9.10am		10.30am		12.10pm		2.00pm		3.20pm			
9.20am		10.40am		12.20pm		2.10pm		3.30pm			
9.30am		10.50am		12.40pm		2.20pm		3.40pm			
9.40am		11.00am		12.50am		2.30pm		3.50pm			