



Dear Parent/Guardian

04<sup>th</sup> January 2017

**Re: Year 8 Parents' Consultation Meeting Wednesday 18<sup>th</sup> January 2017 5:00pm to 8:00pm**

I am writing to outline the arrangements for the forthcoming Year 8 Parents' Consultation Meeting as scheduled in the calendar. This is an important opportunity for you to discuss your child's progress with their individual subject teachers and form tutors.

Please return the reply slip latest by 9<sup>th</sup> January 2017 or alternatively email your 1<sup>st</sup> and 2<sup>nd</sup> preferred start time (5pm, 6pm or 7pm) to [admin@northlondongrammar.com](mailto:admin@northlondongrammar.com).

It is crucial that you attend on time in order for the flow of the evening to go as planned. Each appointment should last for 6 minutes, however if you require extra time with any teacher please do not hesitate to make a separate appointment at a later date.

If you need any further assistance please do not hesitate to contact me.

Yours faithfully

**Mrs Lena Dhrona (Assistant Head KS3)**

[ldhrona@northlondongrammar.com](mailto:ldhrona@northlondongrammar.com)



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Student Name:

Appointment preference 1: 5pm  6pm  7pm

Appointment preference 2: 5pm  6pm  7pm

Parent/Guardian Name .....

Date .....

Signature .....

