



27th April 2017

Dear Parent/Carer

Re: Staff Training and Form Tutor Review Day

We will be holding our final **Staff Training Day on Monday 5th June** and therefore the school will be closed for students, except for those who will be sitting GCSE/A-Level Exams.

We are pleased to invite you to attend the **Form Tutor Review Day on Tuesday 6th June**. This is an important opportunity for you to discuss with the form tutor and five subject teachers how your son or daughter has progressed and what is needed to improve. The bookings will be made in half an hour slots. If you would like to see a senior leader or any more teachers, then please let us know so we can arrange this. There will be no lessons on Tuesday 6th June as a result of the Form Tutor Review Day. Exams will continue on the day for those sitting a GCSE/A-Level Exam.

The meeting will be between 10.30 am and 7.00 pm in half an hour block sessions. Appointments will be available in five minute slots per teacher for up to 6 teachers including the form tutor. Your son/daughter will be responsible for making appointments with their teachers. It is essential that you are able to meet the teachers on this day as we will not be holding any further parents' day or evening to go through your child's academic progress and general well-being at North London Grammar School.

We hope that you will be able to attend this occasion, with your son or daughter who should be dressed in full school uniform. Attached is the appointment sheet for your child to use to make appointments with their teachers.

Please confirm your attendance by completing the slip below.

Yours faithfully

Mr. Omar Salahuddin
Deputy Headteacher
BSc (Hons), PGCE, QTS, PGDE, MA, NPQH Candidate

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Form Tutor Review Day – Tuesday 6th June 2017

Student Name: _____ Form: _____. I will/will not be attending the Form Tutor Review Day on the 6th June.

Please select the block that you will be attending (you may select only one block):

A 10.30am B 11.00am C 11.30am D 12.00am E 1.30pm F 2.00pm G 2.30pm
H 3.00pm I 3.30pm J 4.00pm K 5.00pm L 5.30pm M 6.00pm N 6.30pm

Parents Name: _____ Signature: _____ Date: _____





FORM TUTOR REVIEW DAY

Name: _____ Form: _____

Please select the block that you will be attending (you may select only one block):

A 10.30am B 11.00am C 11.30am D 12.00am E 1.30pm F 2.00pm G 2.30pm
H 3.00pm I 3.30pm J 4.00pm K 5.00pm L 5.30pm M 6.00pm N 6.30pm

Start Time	End Time	Teacher

