

September 2014

Dear Parents and Guardians

Form I Parents' Meeting

I would like to invite you to an informal Parents' Meeting in the library on **Friday 17th October 2014 at 3.00pm**, immediately before the girls leave for the Half Term. This is an opportunity for you to meet your daughter's teaching staff, to discuss her progress thus far and to raise any questions you may have. Tutors and Heads of House will also be available to meet with you.

Please note that as this meeting takes place very early in the academic year, teachers will still be getting to know your daughter and only a minimal number of students' assessments will have taken place. There is a formal parents' meeting scheduled for later in the year when staff will have built a more accurate picture of your daughter's progress.

Please complete and return the slip below by Friday 10th October at the latest.

With kind regards

Miss R Rothwell
Head of Lower School

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Please return to Mrs Patrizia von Sachsen-Altenburg
(pvsaltenburg@heathfieldschool.net)

Form I Parents' Meeting – Friday 17th October 2014 at 3.00pm

Please complete as applicable:

☐ I/We **will** be able to attend the Form I Parents' Meeting

Name(s) of those attending:.....

☐ I/We **will not** be able to attend the Form I Parents' Meeting

Daughter's name:.....

Signature:.....Date:.....