



5<sup>th</sup> September 2017

Dear parents,

## PARENTS OF YEAR 11 PUPILS

You are invited to attend a consultation meeting for parents of Year 11 pupils in the Ranmore Hall on:

<b>Thursday 21<sup>st</sup> September</b>	<b>4.30 p.m. - 7.00 p.m.</b>	<b>11XS XT XW XY</b>
<b>Tuesday 26<sup>th</sup> September</b>	<b>4.30 p.m. - 7.00 p.m.</b>	<b>11YS YT YW YY</b>

We ask that your son/daughter arranges with his/her subject teachers the time of each appointment. We would be grateful if, for this purpose, you would write down in the space provided on the appointment sheet on page 6 in the pupil planner the names of the teachers you wish to see, before it is brought back to school. Should you be unable to attend, please contact me on [ketley.stuart@ashcombe.surrey.sch.uk](mailto:ketley.stuart@ashcombe.surrey.sch.uk) or Mr Ravenhill on [ravenhill.ben@ashcombe.surrey.sch.uk](mailto:ravenhill.ben@ashcombe.surrey.sch.uk)

This will be the only formal consultation evening for year 11 and we would therefore ask that you make a particular effort to attend. I would also like to stress the importance of the attendance of your son /daughter during the evening. It is deliberately placed at this time in the year so that any issues arising in any of the subjects can be addressed with subject teachers early in the year and important advice can be given to pupils and parents to ensure we can work together in preparation for this summer's exams.

On such a busy evening we would ask you to respect the fact that appointments can only be of 5 minutes duration; all appointments are affected if interviews overrun. If you have concerns which require more considered discussion, please do not hesitate to contact us to make a separate appointment for a more lengthy meeting on some other occasion.

May we take this opportunity to remind you that if you have any concerns relating to your child's special educational needs (SEN), you are welcome to discuss these with Miss Parish who will be available and you can request an appointment by contacting her directly on [parish.joanna@ashcombe.surrey.sch.uk](mailto:parish.joanna@ashcombe.surrey.sch.uk) As well as this, Mr Dunfield will be available to discuss any issues regarding access testing and specific literacy/ numeracy interventions. He can be contacted on [dunfield.miles@ashcombe.surrey.sch.uk](mailto:dunfield.miles@ashcombe.surrey.sch.uk)

Car parking space will be available on the Ranmore tennis courts and a questionnaire will be available to fill in at the Pupil Service Desk. The school reads all of the completed questionnaires and finds the feedback invaluable.

We do hope you will be able to attend the evening. We look forward to seeing you.

Yours sincerely,

Mr S J Ketley  
Head of Upper School