

10 January 2020

Dear Parent/Guardian

Re: Student

We would like to remind you that on the most recent Praising Stars report you received regarding student there was a request/requests to attend a Parents' Evening appointment.

Parents' Evening will take place on Tuesday 14 January from 4.45pm until 7.45pm. Could you please check with student that he/she has made an appointment with the relevant members of staff if not could you please email to arrange one yourself.

Here is a reminder of the member/s of staff requesting an appointment for student:

Member of staff	Subject
-----------------	---------

To email the relevant member of staff please use:
firstinitial.surname@hemsworth.outwood.com – e.g.
j.bloggs@hemsworth.outwood.com.

Yours sincerely



T Rutter
Principal