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Wednesday 4th November 2020

**RE: Year 10 Parents Evening**

Dear Parent/Carer

On Wednesday the 11th November we will be holding our Year 10 Target Setting evening – an evening scheduled to help inform you about the targets your child has at Stephenson Studio School.

This year, restricted as we are by the lock down, the face-to-face meetings that we so value will not be possible. We will however continue with our parents’ evening virtually.

The object of the evening will be to discuss the academic targets your child has and strategies that will help your child achieve success, as well as reviewing the students’ IEPs (Individual Education Plan). You should have received both of these at the end of last half term.

The evening is scheduled between 3pm and 7pm and teachers will contact you either using Microsoft Teams (your child should be able to help you with the technicalities of this, if you are not sure how to do it yourself) or by telephone for an estimated 20 minutes meeting.

We require you to nominate a time frame that would suit you best in the table below and also to state your preference for how this meeting is held.

If you have any questions, I would appreciate you contacting me on the email address below.

Yours sincerely

Mr S Collishaw

(Deputy Headteacher)

scollishaw@stephensonstudioschool.co.uk

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Name:

Student name:

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| Time Slot | Preference 1 | Preference 2 | Microsoft TEAMS | Telephone |
| 3pm-4pm |  |  |  |  |
| 4pm-5pm |  |  |  |  |
| 5pm-6pm |  |  |  |  |
| 6pm-7pm |  |  |  |  |