



Smithdon High School  
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Ref: MJo/NW

11 March 2024

Dear Parent

**Re: Year 9 Parents' Evening – Thursday 21 March 2024, 4pm to 7pm**

I would like to invite you and your child to attend our Year 9 Parents' Evening on Thursday 21 March. This will take place in the main hall at Smithdon High School.

During the evening you will be able to meet each of your child's subject teachers to review their progress, looking at areas of success and areas that need to be worked on during the remaining months of Year 9. There will also be an opportunity to discuss GCSE choices with subject staff to help inform decisions on which subjects your child will select for their GCSE studies at Smithdon.

For some of our subjects, due to the size of our departments, there will be limited availability for appointments. For these subjects please consider prioritising those that your child is considering for a KS4 choice. If you are unable to get an appointment and wish to speak to the member of staff please do contact them by email. The subjects affected by this are Music, Drama, DT, Food and ICT.

Please book your appointments by using the parents' evening booking system. A user guide with step by step instructions on how to make the bookings is attached. Appointments will be limited to five minutes, with a bell ringing to indicate the end of the appointment. The next appointment will start one minute later. Parents who do not have an appointment will be asked to wait around the outside of the hall until their appointment time.

Staff will be seated in department groups on this occasion. This will enable you to identify and meet the Head of Department should you need to.

I look forward to seeing you on Thursday 21 March.

Yours sincerely

**Mr M Johnson**  
**Head of Year 9**  
**Assistant Headteacher**

