



5 December 2016

Our Ref: NHA/SRG

Dear Parents/Guardians

Re: Year 10 Parents' Evening – Thursday 12th January 2017

As a school we are committed to the principle of parent participation. We are keen to work with you to ensure that your child achieves their potential and, in particular, with Year 10 students we are keen to discuss your child's progress with you at this stage of their GCSE courses.

In response to this we would like to cordially invite you to a 'Year 10 Parents' Evening' on Thursday 12th January 2017. The event will be held in the Sports Hall from 4.30pm to 7.30pm.

You will need to make all appointments to see individual subject teachers online, via Insight (our Parents' Evening booking system). Please log on to our website www.lordgrey.org.uk and click on 'Insight – For Parents' which is on the right hand side, top corner. Enter your Username, Password and click on the 'Log In' button. If you cannot remember your password, please enter your **e-mail** OR username at the bottom section and hit the 'Submit' button. Your password will be emailed to you instantly. If both methods fail, please contact student services via e-mail student.services@lordgrey.org.uk or telephone no. 01908 626157 / 176.

Please sign in when you arrive. There will be an online questionnaire to enable you to give your views on the evening.

Thank you for your support. We look forward to seeing you. If you have any queries, please do not hesitate to contact your child's Head of House.

Yours sincerely

Mr N G Handyside
Deputy Headteacher



Please return to Head of House via Student Services by Friday 6th January 2017

Year 10 Parents' Evening 12th January 2017

Student Name: _____ Tutor Group: _____

I/We* shall/shall not* be attending the Year 10 Parents' Evening.

**please delete as appropriate*

Signature of Parent/Carer: _____ Date: _____