

Mr P M Salter, BA (Hons), MA, NPQH
Headteacher



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16th March 2009

Dear Parent

Academic Mentoring & Target Setting Meeting for Students

The second Academic Mentoring & Target Setting afternoons of the year are on **Monday 23rd March & Tuesday 24th March 2009**. Students will attend school as usual in the morning for three lessons on these two days, with the opportunity to make an appointment to see their Form Tutor on either afternoon.

Please could you arrange an appointment to meet your child's tutor in order to discuss progress and to set targets. Your son/daughter is expected to attend the meeting with yourself and the tutor. In order for the tutors to organise appointments it would be helpful if you could indicate a time preference on the reply slip below. Preference for appointments will be given to those received first. There will be an opportunity for your son/daughter to give you a tour around Brakenhale and to visit some of the areas where students are taught, including the LRC where staff will be available to answer any questions you may have regarding homework club, SAM Learning, and Extended School activities. Students are welcome to work on homework in the LRC whilst they are waiting for their parents.

Yours faithfully

Miss J J Manisier
Acting Deputy Headteacher

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**BRAKENHALE ACADEMIC MENTORING & TARGET SETTING AFTERNOONS
(Monday 23rd & Tuesday 24th March 2009)**

Reply Slip: Please return this to your child's Form tutor

I look forward to attending the Target Setting and Academic Mentoring meeting. My preferred day for an appointment time is:

Please tick which day:

Monday 23rd March

Tuesday 24th March

1.00 – 1.30	1.30 – 2.00	2.00 – 2.30	2.30 – 3.00	3.00 – 3.30	3.30 – 4.00	4.00 – 4.30

Please use the numbers 1 – 4 to indicate your preference. 1 = Best Time, 4 = Worst Time

I am unable to attend either Target Setting dates. Please contact me on _____ to arrange an alternative appointment.

Parent Signature: _____

