



Wednesday, 21 November 2018

Dear <<Salutation>>

**RE: Year 9 Options and Parents' Evening**

I am pleased to invite you to our Year 9 Options and Parents' Evening which will take place on **Thursday 29<sup>th</sup> November between 4:00 and 6:30pm.**

The Options presentation will take place three times, in the School Library, at 4:00, 4:45 and 5:30pm.

The purpose of the presentation is to provide you with information about subjects and choices available to your son/daughter in Year 10. Senior staff, Heads of Department (HOD) and the Careers Advisor will be available for consultation on the evening.

The Parents' Evening will take place in the Main School Hall between 4:00 and 6:30pm. Teaching staff and HOD will be available to discuss your son/daughter's progress and/or Option choices.

To assist us with organisation, please could you complete the attached sheet and return it to your son/daughter's Form Tutor by Friday 2<sup>3rd</sup> November (a copy will be available for you on the evening).

**Please complete the attached sheet even if you are unable to attend. Our receipt of this will indicate to us that you have received this letter.**

**The following is offered as a guide:-**

1. On the evening, please register your arrival at the reception desk which will be set up in the A Block foyer. A floor plan will indicate the overall layout and staff and pupils will be available to give assistance.
2. If two parents are attending it may be quicker to separate and meet members of staff individually.
3. Should you be unable to meet with all the relevant teaching staff, please leave your name, contact details and the subject that the information is required for at the desk.
4. Senior staff will be available for consultation regarding any specific concerns.

If you have any queries, please contact me at the school.

Yours sincerely,

Mr T Stancombe  
Senior Assistant Headteacher

**Bedwas High School – Teacher Request Form**

This form **MUST** be returned to <<ChosenName>>'s Form Tutor even if you are **NOT** attending the Options and Parents' Evening. Thank you for your co-operation.

Pupil Name:

Form:

Meeting Date: **Thursday 29<sup>th</sup> November 2018** Time: **4:00pm – 6:30pm**

Are you able to attend? Yes  No

Please indicate, in order of preference, which Options Presentation would like to attend.

4:00pm  4:45pm  5:30pm

Signature: ..... Date: .....

**Please tick all the teaching staff that you wish to meet. Only select Mrs Mertens as Progress Manager if you have any concerns.**

<b>Art</b> 31 Ms S Lomas	<input type="checkbox"/>	<b>PE</b> 39 Mr G Thomas (HOD)	<input type="checkbox"/>
14 Mr D Latham	<input type="checkbox"/>	43 Mr H Daniels	<input type="checkbox"/>
<b>Drama</b> 3 Mrs A Mertens	<input type="checkbox"/>	61 Mrs N Corke	<input type="checkbox"/>
		42 Miss T Nicholas	<input type="checkbox"/>
<b>English</b> 30 Miss L Francis	<input type="checkbox"/>	<b>PSE</b> 19 Miss J Braine	<input type="checkbox"/>
2 Mrs J Thompson	<input type="checkbox"/>		
4 Miss T Pudge	<input type="checkbox"/>	<b>RE</b> 12 Mrs L Roberts	<input type="checkbox"/>
		28 Mr J Ashford	<input type="checkbox"/>
<b>French</b> 25 Mrs L Evans	<input type="checkbox"/>		
27 Mrs J Bowen	<input type="checkbox"/>	<b>Science</b> 11 Mr S Dack	<input type="checkbox"/>
29 Mrs A Melling	<input type="checkbox"/>	15 Mrs E O'Malley	<input type="checkbox"/>
		13 Mrs C Evans	<input type="checkbox"/>
<b>Geography</b> 38 Miss S Foley	<input type="checkbox"/>		
21 Mr G Williams	<input type="checkbox"/>	<b>Technology</b> 16 Mr M Powell	<input type="checkbox"/>
		32 Mrs K Hudson	<input type="checkbox"/>
<b>History</b> 23 Ms S Courtney	<input type="checkbox"/>	22 Miss S Price	<input type="checkbox"/>
28 Mr J Ashford	<input type="checkbox"/>		
		<b>Welsh</b> 7 Miss S-J Heath	<input type="checkbox"/>
<b>ICT</b> 49 Mrs S John	<input type="checkbox"/>	17 Mrs L Shone	<input type="checkbox"/>
34 Miss N Waller	<input type="checkbox"/>		
		<b>Careers Advisor</b> 51 Mr P James	<input type="checkbox"/>
<b>Maths</b> 6 Mr D Bounds	<input type="checkbox"/>		
8 Mr D Morgan	<input type="checkbox"/>	<b>Progress Manager</b> 3 Mrs A Mertens	<input type="checkbox"/>
9 Mr R Thomas	<input type="checkbox"/>		
37 Mrs E Deen	<input type="checkbox"/>	<b>Asst. Headteacher</b> 21 Mr G Williams	<input type="checkbox"/>
60 Mrs J Paul	<input type="checkbox"/>		
<b>Music</b> 33 Mrs L Muller	<input type="checkbox"/>	<b>Senior Asst. Headteacher</b> 20 Mr T Stancombe	<input type="checkbox"/>

For any queries about option choices