



16th December 2019

**Parents and Guardians
Of TQEA Students**

Dear Parents and Guardians

Change to school day as a result of Year 11 Progress Evening

Following positive feedback from parents over the past 4 years, we are making minor changes to the school day on **Thursday 9th January 2020** as a result of our Y11 Progress Evening.

On this day the school will close at 2.45pm, rather than the usual 3.05pm, in order to allow Progress Evening to run from 3.15pm until 8.15pm. This event has been extended in order to provide greater flexibility and to ensure parents with a wide range of work patterns and commitments can see as many teachers as possible at this important time.

I must stress that neither the number of lessons nor the length of lessons will be affected on the day; there will be five one hour lessons as usual and these will be the lessons students would usually receive. The time saving has been made by suspending form time for one day, thus allowing an earlier finish and greater time for parents to discuss progress.

This point in Y11 is crucial to any student's education; just weeks after sitting mock exams and only a day after receiving their grades, this evening is an opportunity to celebrate successes and begin to address key concerns before final examination. We hope that parents of students in all years will continue to support us in making this change by adopting the view that a similar arrangement may be of benefit to them at a later date.

If your child catches the bus or you are concerned that you will be unable to pick them up early, we have arranged for a games activity to run in the Sports Hall between 2.45pm and 3.05pm with supervision by our staff.

If you wish to discuss this further, please do not hesitate to contact me.

Yours sincerely

Mr P Ward
Deputy Principal