



**CATOR PARK
SCHOOL**

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Ms M Davies BA (Hons) NPQH
Headteacher

11th November 2009
Ref: KL/GS

Dear Parent/ Carer,

Academic Target Setting Day

On Tuesday 1st December we will be holding our Academic Target Setting Day at Cator Park School. The focus of the day is to review your daughter's progress over the last academic year and set targets for further improvement.

The day will provide an invaluable opportunity for you to meet with your daughter's tutor or teacher and identify precise ways in which your daughter can build on her achievements to fulfil her potential. We feel it is very important that you attend the Target Setting Interview so that you can support both the school and your daughter in ensuring she is focused on reaching her targets.

The interview will last for 10mins **and once the interview is over, your daughter will be leaving the site to complete independent homework tasks set by her teachers. Attendance at the interview is compulsory for your daughter.**

Could you please fill in the form below and ensure that your daughter brings this to her tutor by Thursday 12th November to enable us to offer you a time that is convenient to you.

We look forward to welcoming you on Academic Target Setting Day, and working with you to guarantee your daughter's future success.

Yours faithfully,

Mrs S Kelly
Assistant Headteacher (Learning and Teaching)

Cator Park School Academic Target Setting Day

Please complete and return to your daughter's Tutor by **Thursday 12th November**.

Student: _____ Tutor Group: _____

Please tick the slots that you could be able to attend (please tick as many as you can)

Please write name and tutor group of sibling:

Name: _____ Tutor Group: _____

Signed: _____ (Parent)

Time	
8.30-9.40 am	
9.40-10.50 am	
11.30-12.50	
1.50-3.00 pm	
Sibling in school?	



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