



October 2015

Dear Parent

We are pleased to invite you to attend the Year 11 Progress Evening on **Wednesday 4<sup>th</sup> November 2015 from 4.30 pm - 7.00 pm** with your son or daughter.

We consult with parents after every Progress Evening and are conscious to respond to your views. As a result the event this year will be held in the **James Hargreaves Suite at Turf Moor**. We are confident that this will ease the parking issues which have previously been raised. In addition to the change of venue, we are also introducing an appointment system which will help alleviate the queues some of you have experienced.

Please find attached your child's appointment sheet. It is your child's responsibility to take their appointment sheet to each teacher. The teacher will then mark on the sheet the time they can see you, their name and their subject. Your child then returns the sheet to you once all the relevant appointments have been made. Please bring this appointment sheet with you on the night.

Teachers will do all they can to accommodate any requests for specific times to see you, but do understand this may not always be possible.

Occasionally, some teachers will teach more than one class. One consequence of this is that they may need to see over 50 parents on one evening. Therefore it may be that appointment times are reduced from 5 minutes to 2 ½ minutes.

Hopefully the new venue, combined with the appointment system, will reduce the frustrations we know some parents have experienced at Progress Evenings in the past.

Many thanks in advance for your continued cooperation and support.

Yours sincerely

Mr P Thompson  
Deputy Headteacher

Headteacher: Mr R Varey B.Ed. (Hons) MA  
Ormerod Road, Burnley, BB10 3AA  
Tel: 01282 506200  
Email: [office@btrcc.lancs.sch.uk](mailto:office@btrcc.lancs.sch.uk)