



Pendle Community High School & College

Rated **Outstanding** in all areas **Ofsted** 2017

Oxford Road, Nelson
Lancashire. BB9 8LF
01282 682260
reception@pchs.lancs.sch.uk
www.pchs.lancs.sch.uk

Headteacher: Dr C Lingard (Mrs)
Deputy Headteacher: Miss J Bayliss
Deputy Headteacher: Miss D Grogan

1st November 2019

Dear Parent/Carer

Parents Evening – Tuesday 12th November 2019

You are warmly invited to attend Parents Evening on **Tuesday 12th November** between **5.00 pm** and **7.00 pm** which will provide you with an opportunity to discuss your child's progress. To help organise the evening, please would you indicate your intention to attend and your preferred time slots. We will then arrange our schedule accordingly and inform you of your allocated time.

I will be available on the night if you would like to discuss this or any specific issues about school and college.

We have invited local colleges and the transition team to the evening who will be available in the main entrance. You do not need to book an appointment with the local colleges; the information will be of particular interest to parents/carers of young people in Years 10, 11 and 14.

At reception there will be a display of school uniform including PE tops, which will provide parents/carers with the opportunity to order uniform. During the evening, refreshments will be served in the café area at the front of the building.

Please note that all pupils/students will leave at the normal time of 3.10pm on Tuesday 12th November.

Please complete the tear-off slip below and return by **Friday 8th November 2019**.

Yours sincerely

Dr C Lingard (Mrs)
Headteacher

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Re: Parents Evening – Tuesday 12th November 2019

Student's name: _____ Form: _____

I shall / shall not be attending the Parents Evening on **Tuesday 12th November 2019**.

I would like to see my child's Form Teacher between:

(Please circle the most convenient time period)

5.00 pm and 5.30 pm	5.30 pm and 6.00 pm	6.00 pm and 6.30 pm	6.30 pm and 7.00 pm
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Parent's Name: _____ Signed: _____ Date: _____
(Please print)

