



Tolworth Girls' School & Sixth Form

Tala Close, Surbiton, Surrey KT6 7EY

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8 February 2024

Dear Parent/Carer

Year 7 Parent/Student Consultation Evening - Tuesday 20 February 2024

We are writing to invite you to the Year 7 Parent/Student Consultation Evening which will be held in school on Tuesday 20 February 2024 from 3.45pm until 6.45pm. During this evening, you will have the opportunity to meet with a selection of your daughter's subject teachers to discuss her work, attitude and progress.

As this is a subject specific consultation, Form Tutors will not be available for meetings on this evening's schedule. If you have a pastoral concern, please contact the school in the usual way and we will be happy to arrange a separate meeting.

The school uses an online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from Wednesday 14 February 2024 at 12.00 midday and will close at 12.00 midday on Tuesday 20 February 2024. Please see the attached 'Year 7 Parents Guide'.

Please visit <https://tolworthgirls.parentseveningsystem.co.uk> and log in with the details below to book your 8 appointments.

Student's First Name:

Student's Surname:

Date of Birth:

We encourage your daughter to attend this evening with you and to join in discussions.

As Head of Year 7 I will be available to speak to you on an appointment basis. Also present for appointments will be Ms S Thornley, Deputy Head/Head of Lower School, Mrs R Munro, SENCO and Mrs D Taylor, Attendance Officer should you have any specific queries regarding your daughter's learning needs or her attendance. Please do not make appointments with these members of staff using the automated function as they do not teach your daughter and will not have specific feedback for you.

We have a very limited number of parking spaces for parents at our rear car park at the back of Tolworth Recreation Centre. Please be aware that both the School and Tolworth Recreation Centre operate a car park permit system with ticket enforcement of vehicles not authorised to park in other car parks e.g. the school car park opposite the main entrance and Tolworth Recreation Car Park. Therefore, you are advised not to park in these car parks as you may receive a Penalty Charge Notice (PCN). PCN tickets will also be issued to **any** vehicles parked on Tala Close road or on the pavement. Alternatively, our car park at the rear of the school by Tala Close residential area doubles up as a Pay and Display car park (Ringo) for members of the public. This is **only** in operation from 4.00pm until 8.00am, all weekend and during school holidays.

We very much look forward to seeing you on Tuesday 20 February 2024. In the interim, please do not hesitate to contact us at the school should you require further information.

Yours faithfully

Mr S Garnham
Head of Year 7

