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14 November 2025

Dear Parents/Carers

Year 11 Consultation Evening

I write to invite you and your son/daughter to our Year 11 Consultation Evening on **Thursday 4 December 2025 from 4pm to 7pm**. This will be held in person at school.

As we are discussing their progress, your child should attend the appointments with you.

We ask that you make your appointments via our online booking system [SchoolCloud](#). Details of how to access the online booking system are attached to the email. To allow school staff to make final preparations, SchoolCloud bookings will close at 8am on the day of Consultation Evening (Thursday 4 December 2025).

If you have any difficulties accessing SchoolCloud, or if you are unable to attend Consultation Evening, please get in touch with Mrs Forbes (jfs@cardinalheenan.com), Assistant Head of Year 11, who will be happy to help.

In order that teachers can speak to as many students as possible, appointments last five minutes. To ensure your conversation is as informed as possible, you should be in receipt of your child's academic report that was sent out last Wednesday. This outlines their predicted grades, along with information about their behaviour for learning and homework.

I also attach to this letter our Preparing for Exams Year 11 Timeline 2025-26, which provides an overview of how we are working with your child in school to prepare for their exams this summer. Some upcoming dates include:

- Exam Preparation Day - 27 November
- English Language mock exams - 2 and 3 December
- Consultation Evening - 4 December
- Lessons on how to revise each subject – weeks commencing 1 December
- Mock exams 5-16 January
- Final report – 4 February

Further details of these events are included on the attached document.

Yours faithfully

Mr D Mangan
Deputy Headteacher/Designated Safeguarding Lead

