

LANCASTER ROYAL GRAMMAR SCHOOL

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C J Pyle MA PhD Headmaster



December 2025

Dear Parents,

Year 8 Parents' Evening (Tuesday 13th January 2026 – 5.30 pm)

This letter informs you about the upcoming parents' evening on 13th January. We will be using Microsoft Teams for this Parents' Evening, and we very much hope that you will be able to attend appointments online with your son.

Pupils will be given appointment cards and will make appointments with the relevant members of staff for you either this week or at the start of January. Please monitor this process with your son and ensure that he has organised appointments for each of his teachers. Each appointment lasts five minutes and we recommend that your son leaves five minutes between the end of one appointment and the beginning of the next to allow time to end one Teams video call and begin the next one. Teachers will be available between 5.30pm and 8.00pm. At a teacher's discretion, some appointments may be made at an alternative time or date.

Pupils will need to log onto Teams in good time before the appointments. Form tutors will demonstrate to pupils how to do this. Teachers will start each appointment as a meeting, which you will be able to click on to start the conversation as you sit with your son. Please make sure that your sound, microphone and camera are working and that your location and display are appropriate for a video call.

We hope that parents' evening will be an excellent opportunity to review the year so far for Year 8 pupils and to ask any questions you may have about language options decisions.

We look forward to meeting parents virtually on 13th January 2026. If you are unable to attend and require further information or advice, please contact the Head of Lower School, Year 8 and 9 - Mr Young syoung@lrqs.org.uk or the Head of Year 8, Dr Shawcross, ashawcross@lrqs.org.uk .

Yours faithfully,

Dr C J Pyle
Headmaster