

28<sup>th</sup> February 2018

Dear Parent/Carer

**Year 7 Information Evening – Thursday 15<sup>th</sup> March 2018 – 4.00pm to 6.00pm**

The Year 7 Information Evening will take place on Thursday 15<sup>th</sup> March 2018 to share information on your child's progress this academic year.

An appointment has been made for you to meet with your child's Personal Tutor and a letter has been posted with your arrival time. It is important that you attend your meeting on time as every parent/carer has an allocated time slot.

On arrival to the Theatre, you will receive an information pack detailing your child's progress, after which you will be escorted to the relevant Study Room by a prefect. You will then be called for your appointment with the Personal Tutor.

Following your appointment, if you would like to discuss any issues with subject teachers, a meeting can be arranged at a later date.

Ms Shaw, Head of Year and Mrs Mallard, Raising Standards Leader will also be available during the evening.

Please complete and return the reply slip below by Wednesday 7<sup>th</sup> March 2018.

We look forward to meeting with you.

Yours sincerely



W R Hughes  
Principal

**Reply Slip (WRH/LJB)**

**Year 7 Information Meeting Thursday 15<sup>th</sup> March 2018**

**Student:** ..... **Tutor Group:** .....

I confirm that I will be attending the above event and will arrive at the academy for my designated arrival time.

Signed:.....  
Parent/ Carer

Date:.....