

3 May 2017

Dear Parent/Carer

**Year 9 Parents' Evening, Thursday 18 May 2017, 4.00 – 7.00 pm**



You are invited to attend our Parents' Evening for students in Year 9 on Thursday 18 May, commencing at 4pm through to 7pm.

Attending this event is really important to us and your child's future achievement. We have listened to feedback from the parents of our students and have made significant changes to help make this event as informative and enjoyable as we can.

Parents tell us that attending early evening meetings is not always possible due to child care and mealtimes. With this in mind, we are trying to help by organising a crèche and supper service. Hot dogs and chips will be available to buy from our restaurant as well as the usual supplies of free tea and biscuits.

Parents also tell us that they would like a quiet meeting with their child's teacher and, to respond to this, we can confirm that there will be only two teachers located in a classroom whilst waiting areas will be in the public areas of each department to ensure your privacy is maintained.

At this event you will have the opportunity to:

- Meet with your child's subject teachers to discuss their recent progress report
- Discuss your child's attitude to learning within the Academy, and raise any questions you may have
- Meet with members of the senior leadership team and discuss any issues regarding your child's overall education

We are keen to discuss your child's progress with you; if you are unable to make this date, please do not hesitate to contact their form tutor by phoning the Academy on 0115 964 7640.

Please return the enclosed reply slip to student reception to let us know whether you are able to attend the evening and to help us plan catering needs.

In the meantime, if I can be of any further help please do not hesitate to contact me.

Yours sincerely

**Mr J Simmons**  
**Head of Year 9**

**REPLY SLIP – PLEASE RETURN TO STUDENT RECEPTION**

**Year 9 Parents' Evening – Thursday 18 May, 4pm to 7pm**

**Student Name:**

**Reg Group:**

I/We will/will not\* be able to attend the Year 9 Parents' Evening on **Thursday 18 May 2017**

I will/will not\* be making use of the crèche service

If yes, please let us know how many children will use the service .....

I will/will not\* be interested in purchasing supper from the Restaurant

If yes, please let us know how many to cater for .....

**Signed:** ..... (Parent/Carer) **Date:** .....

\*please delete as necessary