

3 March 2025

Dear Parent/Carer

**Parents' Evening, Year 9 to be held on Thursday 13 March 2025, 4.30pm – 7.30pm
Online Appointment Bookings - in school meetings made via the Arbor App**

I would like to invite you to attend our Parents' Evening for the parents/carers of Year 9 students on **Thursday 13 March 2025**. This is an important evening and provides you with an opportunity to discuss your child's progress following their Progress Summary Report for Year 9, which they and you will receive during the week commencing 10 March 2025 and before they take their option choices for KS4.

Please log on to your **Parent Portal App** or on the **Parent Portal** and select **Guardian Consultations**. This allows you to choose your own appointment times with teachers (follow the link [HOW TO BOOK PARENT CONSULTATIONS](#)) (For guidance select App or Portal). You will receive an email confirming your appointments, once you have scheduled them.

In order to ensure that appointments do not run over and to limit waiting around it is important that you factor in travelling time between your appointments.

Appointments can be made from Wednesday 5 March 2025, at 6.00pm and will close on Wednesday 12 March 2025 at 6.00pm. If you wish to make any changes after this date, please contact the academy office.

To provide all parents with an opportunity to speak to teachers, the meetings will be for a maximum of 5 minutes with each class teacher.

Some parents have been invited to a meeting with Mrs Sheppard, SENDCo. If you have been invited to one of these meetings, please also make a booking.

Please note in order to provide all parents with an opportunity to speak to teachers, as some teachers have multiple groups, parents should only make appointments where there are concerns or where your child would like to take the option in KS4.

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

Please note students should accompany their parents to the evening and should attend in full school uniform.

Thank you for your anticipated support, and we welcome any feedback, as such a survey will be available at the event. We look forward to seeing you at the Academy on Thursday 13 March 2025.

Advance Notice: - This is a reminder that the Year 9 Options' Evening will take place as an in-school event, on Wednesday 19 March 2025 between 5.00pm and 6.30pm.

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Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Barlow', with a stylized flourish at the end.

Mr S Barlow
Principal