



Parkside Academy

An Outstanding School

Headteacher: Mr K. Simpson

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January 2018

Year 11 Parents Evening 25 January 2018, 3.30pm - 6.30pm

Dear Parent/Carer,

On Thursday 25th January we will be holding a Year 11 Parents Evening between 3.30pm - 6.30pm. This is a chance for you to meet with your child's Subject Teachers to discuss your child's progress in their class. Please bring your child to the meeting, **in full school uniform**, so that they can take part in the discussion.

Teachers will be located in the Lecture Theatre, Humanities corridor, Learning Support Centre and Maths block. On arrival you will be given a seating plan of where to find your child's teachers. Appointments will be seen on a first-come, first-served basis, therefore if there are particular teachers you wish to see, please ensure you locate the staff member and wait for an opportunity to speak with the teacher. **Please access the school through the front entrance** where you will be asked to sign in. Should any parent have difficulty with access arrangements, please contact school to inform us.

To help ensure staff are able to speak with everyone appointments will be kept to 5 minute sessions. Sessions will begin at 3.30pm up until 6.25pm for the last appointments.

We look forward to seeing you.

Please note: Tutors and Senior members of staff will be attending only in their capacity as subject teachers, so if there are any other issues you need to raise with them, please telephone the school to discuss it either before or after the Parents' Evening.

Yours sincerely,

MR. K. Simpson

Head Teacher

X-----

Name of pupil:..... Tutor group:.....

We/I will/will not be attending the Parent Evening on Thursday 25th January 2018. *(please delete as applicable)* I am likely to arrive between: *(please tick as applicable)*

3.15pm – 4.00pm

4.00pm – 4.45pm

4.45pm – 5.30pm

Signed:.....parent/carers Date:.....

Please return this slip to the main school reception – Thank You

