

7th March 2024

Upper School Pupil Progress Meeting Thursday 18th April 2024

Dear Parents & Carers,

We will be holding Lower School Pupil Progress Meetings on **Thursday 18th April** from **3.00pm** to **6.00pm**. This will be an opportunity to discuss your child's progress with their class teacher from the start of this academic year.

Could you please return the slip attached, indicating your preferred time slots (selecting 2 choices), by **Friday 12th April**. Appointment times will then be allocated and returned home with your child prior to the day.

Should further time be required, please notify the relevant teacher or member of the academy leadership team.

We look forward to welcoming you to school and hope that all parents are able to attend in support of their child's learning.

Yours sincerely,



Mr. A. Duncan
Head of Academy

Lower School Pupil Progress Meeting Summer Term 2024 Thursday 18th April 2024

I / We will be attending Parents' Meeting & will arrange an alternative time with the Class Teacher ☐

I / We will **not** be attending Parents' Meeting and would like an appointment within the following time slot(s) ☐

Please tick relevant box & delete as appropriate

Thursday 18th April ***Please circle preferred time(s)***

3.00 - 3.10pm 3.10 - 3.20pm 3.20 - 3.30pm 3.30 - 3.40pm 3.40 - 3.50pm 3.50 - 4.00pm

4.00 - 4.10pm 4.10 - 4.20pm 4.20 - 4.30pm 4.30 - 4.40pm 4.40 - 4.50pm 4.40 - 5.00pm

5.00 - 5.10pm 5.10 - 5.20pm 5.20 - 5.30pm 5.30 - 5.40pm 5.40 - 5.50pm 5.50 - 6.00pm

Name of Child: Class:

Signed:Parent/Carer Date:

Print Name: Contact Number: