

03 April 2019

Dear Parent/Carer

**Re: Year 7 Parents' Evening – Thursday 2 May 2019**

I would like to invite you to Year 7 Parents' Evening on Thursday 2 May 2019 between 4.30pm and 7.00pm in the Atrium. This will give you an opportunity to meet your child's subject teachers and to discuss their progress and any issues you, or they may have. Your child will make appointments for you with their subject teachers.

An up-to-date progress report will be available for you to collect which will give you details on your child's current academic levels.

Mrs Long, our careers advisor will also be available to offer advice and support regarding option choices and careers for the next academic year.

Please complete the reply slip below and return it to your child's Group Tutor by to confirm your attendance.

If you are unable to attend, please email me [Mandy.Jones@E-ACT.org.uk](mailto:Mandy.Jones@E-ACT.org.uk) so that we can arrange an alternative time.

Yours sincerely

*M Jones*

Mrs Jones  
**Head of Year 7**

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**For completion by all Parents/Carers:-**

Student's name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

I \*will/will not be able to attend the Year 7 Parents' Evening on Thursday 2 May 2019.  
(\*Please delete as necessary)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

