



11<sup>th</sup> July 2023

Dear Parent

### **Year 10 Review Meetings – Thursday 20<sup>th</sup> July 2023**

I would like to invite you to attend your child's year 10 review meeting. Review meetings are an opportunity for parents to come into the academy to meet with their child's tutor to discuss their progress so far and to talk about targets for the year ahead.

#### **When will the review meetings take place?**

School will finish at the end of period 4 (2.05 pm) for **all** year groups on Thursday 20<sup>th</sup> July 2023 so that tutors can meet with the parents of the year 10s in their tutor group. The meetings usually last around fifteen minutes.

#### **How to book a review meeting with your child's tutor**

Your child will be responsible for making the appointment with their tutor. The appointment time will then be recorded in their planner. If you are not able to attend on this day or would prefer to speak to your child's tutor over the phone, then please write this in your child's planner.

#### **Where will the meeting take place?**

Meetings usually take place in your child's tutor room. We suggest that you arrange to meet with your child before the start of your meeting so they can show you to the correct room.

Please encourage your child to speak with their tutor in the coming days so that they can schedule a suitable time for their review meeting.

If you have any questions, please do not hesitate to contact the academy.

Yours faithfully

Mr M Walsh  
Assistant Headteacher