



# NEWARK

ACADEMY

Dear Parent/Carer,

I am writing to inform you that we will be holding our Y7 parents' evening is on the 1<sup>st</sup> December 2016 from 4pm-6.30pm. The evening aims to provide all parents with the opportunity to discuss the progress that students have made in all subjects since the beginning of the academic year. This follows on from the fantastic Year 7 welcome party held in September and the recent Year 7 Information Evening.

We would like to stress that your child is responsible for making parental appointments with their class teachers; time will be allocated during lessons over the next two weeks to ensure your child can make an appointment.

To help us organise and prepare for the evening could you please complete the reply slip attached and ask your child to return it to their Tutor by Monday 21<sup>st</sup> November 2016.

If you have any questions about the evening please contact me via email: [gcrow@newarkacademy.co.uk](mailto:gcrow@newarkacademy.co.uk) or leave a message for me with the reception team and I will get back to you as soon as I can.

I look forward to seeing you on this important evening for your child.

Yours sincerely

Mr G. A. Crow  
Head of Year 7

## **Y7 parents' evening – Please return reply slips to your child's Tutor**

I/We will be attending the parents' evening

I/We cannot attend the evening and need to make alternative arrangements for feedback

Name of your child: \_\_\_\_\_ Tutor group: \_\_\_\_\_

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

Parent/Carer name: \_\_\_\_\_