



Ark Victoria
Academy

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Primary Headteacher: Mrs Victoria Twort
School Principal: Ms Ela McSorley

RE: Year 7 Parents' Evening – 19th May 3.45-6.45pm

Dear Parent/Guardian,

I am writing to invite you to Year 7 Parents' Evening on **Thursday 19th May 2022**, when you will have the opportunity to meet with your child's subject teachers, discuss academic progress and any concerns you may have. I will also be available should you wish to discuss any pastoral matters or concerns. Enclosed you will find an appointment sheet for your son/daughter to make appointments on your behalf with their subject teachers. The first available appointment is at 3.45p.m. with the last available appointment time being 6.35 p.m.

Please note: each appointment is 10 minutes duration in order to allow staff to see all parents.

Please complete the reply slip and return it to school by Friday 13th May 2022.

We look forward to seeing you at Parents' Evening and should you have any queries regarding this, please do not hesitate to contact me at school.

Yours sincerely

Mr J. Curtis
Head of Year 7

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Please complete the reply slip and return to Form Tutors by Friday 13th May 2022.

We/I, the parent/guardian ofin **Year 7**

We/ I will/will not be attending the Parents' Evening on **Thursday 19th May 2022.**

Parent/Guardian signature:

Date:

Year 7 Parents' Evening Wednesday 19th May 2022

Appointment Sheet: 3.45-6.35pm

Name: _____

Form: 7 _____

Time	Subject/Teacher
3:45	
3:55	
4:05	
4:15	
4:25	
4:35	
4:45	
4:55	
5:05	

Time	Subject/Teacher
5:15	
5:25	
5:35	
5:45	
5:55	
6:05	
6.15	
6:25	
6:35	