

3rd October 2017

CPS/VLU/PTDAY17

Dear Parents/Carers

Parent/Carer - Teacher Day for Year 13 - Wednesday 18th October 2017

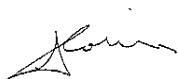
We write to inform you about the arrangements for the above event which is an opportunity for Parents/Carers to meet subject teachers to discuss progress to date to ensure Year 13 students have made a positive start to the final year of their Post 16 studies.

Please note the following:

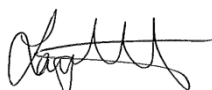
- Students should arrange and attend interviews with **ALL** of their subject teachers by completing the attached appointment list with their teachers in advance of the day
- Students must wear Post 16 Business Dress
- Appointments will be available between 8.00 a.m. and 7.00 p.m. Appointments will be made by students in the usual way, on an appointment sheet, issued with this letter by the Tutor
- Appointments will last for approximately 10 minutes
- Meetings will take place in the subject teacher's room

We look forward to meeting you on the 18th October 2017 and continuing our work together in ensuring the best possible outcomes for all of our students.

Yours faithfully



Julia Collins
Academy Principal



Faye McGill
Academy Principal



Lee Forcella-Burton
Director of Learning, Post-16