

15th November 2017

Re: Year 10 Progress Meetings, Thursday 30th November, 4.30pm – 7.30pm (please arrive by 6.30 pm latest)

Dear Parent / Guardian,

This letter is to advise you that there will be **Year 10 Progress Meetings** for all students on **Thursday 30th November**. Please make sure this date is in your diaries. This is an important event in the school calendar and we very much hope that all parents / carers will attend. Wherever possible we would ask that both parents be there.

You can arrive at any point between 4.30pm and 6.30pm. The event will finish at 7.30pm. Students must wear their uniform when they accompany their parents. Our address is KAA2, Scrubs Lane, London, W12 0DE.

Your child is now several months into their GCSE courses and the evening will be an opportunity for us to give you some important feedback on how they are progressing. Also to offer advice on what they should focus on for the upcoming Aut2 assessment and in the terms that follow.

On the night, we will not be operating an appointment system, as these tend to overcomplicate matters, particularly where a conversation takes longer than expected. Instead, we ask that you visit each teacher in turn, depending on who is available at the time and who you would most like to see. Y10 teachers are briefing students directly about who must come to see them on the night, so your child will have an idea. If at any point during the night you have to wait a few minutes to see a particular teacher, we ask that you be patient with us.

We are looking forward to seeing you later this month,

Yours sincerely,

Mr Kirby
Director of Learning Year 10

Please tear off the reply slip to let us know if you are able to attend. Slips will be collected from students at line-up

Student Name: _____

Parent/Guardian Signature: _____

Delete as appropriate: We will / will not be attending the Y10 Progress Meeting on Thursday 30th November from 4.30p.m. at Kensington Aldridge Academy. Please do not arrive after 6.30p.m.

If not attending, please state reason:

