



Ark Charter Academy

14th August 2020

Dear parents/carers

RE: Year 11 academic review day

I would like to invite you to attend our Year 11 Academic Review Day on Tuesday 8th September. This is an important opportunity for you and your child to meet with their tutor. There will be opportunities for discussions across the course of the academic year with subject teachers. We feel in the first instance it is vital for parents/carers and students to meet with the member of staff who will be the first point of contact regarding student wellbeing and progress in school.

The meetings will be held in Fleming building, which is the Year 11 base. You should access the site via the Community Centre entrance (Greetham St). You will be met by a member of staff on arrival and will be escorted to your appointment. Please **do not** attend your appointment if you or your child are feeling unwell or have been advised to self-isolate.

You will have a time slot allocated to you which will be sent by text no later than the 28th August.

Each appointment has been set to 20 minutes and, as we have such a large cohort in Year 11, it is important that we keep to appointment times. Appointments will be booked from 9am to 4.40pm. Should you wish to discuss a subject in depth please do not hesitate to inform the member of staff conducting the meeting who will arrange a follow up conversation by phone with the relevant subject teacher.

Some students will have their appointment with Mr. White (Head of Year 11), Mr. Kaddy (Charter Alternative Provision coordinator) or Mrs. Dawson (Vice Principal, SENCO) as they are the most appropriate member of staff for parents/carers and students to meet with.

In future Academic Review Day sessions, will be moving to a remote appointment booking system using the 'My child at school' app.

We look forward to seeing all parents and would like to thank you for your ongoing support

Mr. Z Morgan

Assistant Principal



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