

Ref: MAL



13th July 2017

Dear Parents/Carers,

Re: Parent Consultation Day

I would like to invite Parents and Carers of students in **Years 7, 8, 9 and 12** to a Consultation day on **Wednesday 26th July 2017 from 9.00a.m. – 4.00p.m.** Therefore, students will only be required to attend the Academy for their consultation appointment with their Personal Tutor on this day. Appointments will last approximately 20 minutes and these will take place in Tutor Rooms.

This is a valuable opportunity for you to meet with your child's Personal Tutor. We expect these meetings to be attended by a Parent or Carer so that the progress outlined is supported by both the Academy and home. Students must also be in attendance and wear their **full Academy Business Dress**. When attending your meeting please use the main entrance and sign in and out of the building. In the unlikely event that you are unable to attend the meeting, the expectation is that the student will attend to meet with their Personal Tutor.

The main aims of this meeting will be to:

- Discuss data from Interim Report 4 and progress to date;
- Identify areas for further development or 'next steps';
- Discuss the students' chosen presentation topic;
- Verify the accuracy of student personal data.

In order to book the appointment, you will need to access the Parent Portal which can be accessed through the Q3 Academy website. Times available will be between:

- **Session One** **9.00a.m. - 11.00 a.m.**
- **Session Two** **11.20a.m. - 1.00 p.m.**
- **Session Three** **1.40p.m. - 4.00 p.m.**

Chief Executive: Dr Caroline J S Badyal, EdD, MA BE.d, DipEd, NPQH | Head of School: Mr Mark Arnall BA Hons, MA, NPQH

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Q3 - Quererere | 'Seek that which is good, that which is right, that which is true'



If you require support to access the Parent Portal, please do not hesitate to contact your child's Personal Tutor or Company Administrator who will be more than happy to make a booking to suit you. In order for the day to run smoothly, it is imperative that appointments are made beforehand as Staff will be unable to meet parents/carers without appointments. Please can you also ensure that you arrive promptly, so that there is sufficient time to cover all of the necessary material.

Students will spend the remainder of the day studying at home. They will be required to prepare for a presentation (material has been provided) which they will deliver on Thursday 28th July.

The North car park will be open to assist with parking. Parking is also available on Wilderness Lane. However, please be aware restrictions apply within this area.

For your further information, the Academy will have two Transition Days (Thursday 27th – Friday 28th July) and the Academy will close for Summer at 2.05p.m on the Friday. I look forward to seeing you during the Consultation day.

Yours sincerely,



Mr M Arnall
Head of School

