

Our ref: ASK1002b
10 February 2020



Dear Parents/Carers

Parents' Consultation Evening

I would like to invite parents and carers of students in **Years 9** to a Parents' Consultation Evening on **Wednesday 11th March 2020**, running alongside our Pathways event.

Please note that the Academy will finish at the normal time of 3.05pm for students.

This is a valuable opportunity for you to meet with your child's teachers. We expect these interviews to be attended by a parent or carer, so that the progress outlined is supported by both the Academy and home. The main aims of this meeting will be:

- To discuss progress to date;
- To identify areas for further development or 'next steps';
- To discuss information from your child's Interim Report;
- To identify and discuss possible option subject choices.

All bookings can be made through the Insight booking system on the Academy website at this address: <http://www.q3academy.org.uk/insight/>

Appointments of five minutes can be made with teachers, and these will take place in the Performance Theatre, Design Centre and Science Laboratories. Due to the number of parents and carers our teachers need to see, we will have to limit the time to five minutes. However, if you require longer to discuss your child's progress, we ask that you either e-mail the member of staff concerned, or agree another time to meet, or to speak on the telephone. **Staff will not have slots available to meet with parents/carers without appointments, but please note that you are welcome to contact any member of staff throughout the academic year.**

In order for the event to run smoothly, we would ask all parents/carers and students to attend for their meetings punctually. Students must wear their **full Academy Business Dress**. When arriving at the Academy, please enter through the **Community Entrance** only.

There will be no onsite parking available. Parking is available on the road. However, please be aware that restrictions apply within this area. Complementary tea and coffee will be available in the Quisine area throughout the evening.

I look forward to welcoming you to the Academy at this event.

A handwritten signature in dark ink, appearing to read 'A Slack'.

Mr A Slack
Vice Principal

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

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

