

15 January 2018

Dear Parent /Carer

YEAR 9 PARENTS' EVENING - Wednesday 24th January 2018 - 4:00pm – 7:00pm

You are warmly invited to attend this event where you will have the opportunity to discuss:

- How _____ is progressing at Ormiston Maritime Academy.
- Areas for improvement and next steps.

This evening has been deliberately scheduled before the Y9 Options Evening on the 7th February to make sure you are well informed about the progress _____ is making before option choices are made.

Appointments to see _____ teachers are made by _____ using the academy appointment sheet. Please ask him/her to make appointments with each of his/her subject teachers through this system.

I will be available throughout the evening to discuss any matter parents and carers wish to bring to our attention.

This is an important evening in _____ learning journey. Please do your utmost to attend. We hope that you can join us to review _____ work and take part in discussion about how they can continue to improve. Your attendance at this event can have a significant impact on their grades.

If you are unable to attend but would like to talk to me about how _____ is doing please do not hesitate to contact me at academy.

If you have any comments about the success of the evening your feedback would be most welcome. A questionnaire will be available on the evening for you to complete.

Please complete the slip below and return to _____ tutor.

Yours sincerely,

Mrs C Russell
Assistant Principal

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Name of student: _____ Tutor: _____

I will/will not be attending.

Please return by 22nd January 2018.