



Willow  
Academy

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Headteacher: Mrs D Sumner

26<sup>th</sup> September 2017

### **Autumn Term Parents Evening – Kestrels Class only**

Dear Parent/Carer

To provide all parents and carers with the opportunity to discuss how your child has settled in to the start of the new term and further strengthen the home school partnership you are warmly invited to attend a short meeting with your child's class teacher on **Monday 9<sup>th</sup> or Thursday 12<sup>th</sup> October between 3.30pm and 5.30pm**. Each appointment will last 8 minutes.

During the meeting your child's teacher will discuss how they have settled in, their current strengths and their areas for development and will outline how your child will be further supported in achieving their targets. Teachers will also talk about how parents can support their child's progress at home using the resources we provide such as Mathletics and Bug Club.

We now have an easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

**Appointments can be made between Monday 2<sup>nd</sup> October at 9.00am and Thursday 5<sup>th</sup> October at 3.30pm**. Should you wish to make any changes after this date please contact the school office.

Please visit **[willowacademy.parentseveningsystem.co.uk](http://willowacademy.parentseveningsystem.co.uk)** to book your appointments. (A short guide on how to make appointments is included with this letter.)

If you do not have access to the internet, please contact the school office who will be happy to add appointments on your behalf.

If you are unable to make these dates, please contact the school and your child's teacher, who will be happy to discuss your child over the phone or make an alternative appointment.

I hope that you can attend and look forward to seeing you.

Yours sincerely

Mrs D Sumner

Headteacher