

12th June 2018

Dear Parent/ Carer

Year 8 Academic Tutoring Day – Thursday 12th July 2018, Sixth Form Centre

You are invited to accompany your son or daughter to attend a 15 minute Academic Review meeting with his/her tutor. During this Review meeting, academic progress will be discussed and targets set for improvement. We hope this will promote dialogue about academic progress between students, parents and tutors. Students are given a day's study leave on the Review Day to make it possible for us to staff the meetings during the working day, as well as before and after school hours. **Students are expected to wear full school uniform.**

In order to assist the tutor in making the appointment, could you please indicate in the grid below **two** different sets of times when you would be able to come into school with your son/daughter.

The Form Tutor will make an appointment which you will be asked to confirm in your son/daughter's planner. A reminder of the day, date and time will be written into planners shortly before the Academic Review Day. Please be aware of parking difficulties at the end of the school day, when the buses are on site.

Time	Please tick two boxes
8:00am – 8:50am	
8:50am – 11:00am	
11:00am – 1:00pm	
1:00pm – 2:00pm	
2:00pm – 3:30pm	
3:30pm – 5:00pm	
5:00pm – 6:45pm	

Student's name:	Tutor Group:	Parent/Carer's Signature:
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Please ask your son/daughter to return your preferences to the Form tutor by **Friday 22nd June.**

Yours sincerely

Miss J Hicks
Key Stage 3 Leader

Miss L. Fox
Head of Year 8