

Headteacher: Mr Darren Randle

J/SLT/BL/KS3Cons/lets/sga

19<sup>th</sup> September 2017

Dear Parent/Carer

## YEAR 7 CONSULTATION SESSIONS

On **Thursday 28<sup>th</sup> September** we will be holding our Year 7 Consultation Evening. The event is provided for those parents/carers who feel the need to speak to a member of staff from the Year 7 pastoral team about specific concerns they or their child may be having at school. During this time you will have the opportunity to meet with a member of staff, who is usually your child's tutor, for about 10 minutes, or if necessary Mrs Aubin (Head of Year).

### Please note the following options for the evening:

1. If you and your child are happy and feel they have settled well into school life here at Hollingworth Academy, then there is no reason for you to attend. Simply indicate this on the reply slip below and send in with your child to their form tutor.
2. If there is a minor concern that does not require a meeting but still needs bringing to our attention, then please send in a brief note with your child to their form tutor. A space for notes can be found on the reverse of the reply slip.
3. If there is a serious concern that you would like to discuss with your child's form tutor, then please indicate this on the reply slip. An appointment system will be in operation and a time will be arranged for you. In order that we can organise your appointment we need to know when you would prefer to attend. Please indicate this on the reply slip and return to your child's form tutor as soon as possible.

Yours faithfully



Mr B Larkin  
Assistant Headteacher: Parental Engagement

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## HOLLINGWORTH ACADEMY REPLY SLIP: YEAR 7 CONSULTATION EVENING, 28<sup>th</sup> SEPTEMBER 2017

<b>Pupil's Name:</b>	<b>Tutor Group:</b>
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- I will **not** be attending the Consultation Evening.
- I will **not** be attending the Consultation Evening but do have a concern, shown in the note overleaf.
- I would like to attend and would like an appointment between 4pm and 6pm.
- I would like to attend and would like an appointment between 6pm and 8.30pm.
- I am not able to attend.

<b>Signed:</b>	(Parent/Carer)	<b>Date:</b>
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**PLEASE RETURN TO YOUR CHILD'S FORM TUTOR AS SOON AS POSSIBLE**



**EXCELLENCE EQUITY ENGAGEMENT ENTERPRISE**

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Please indicate any issues below and return the reply slip to your child's form tutor as soon as possible:

FAO: \_\_\_\_\_

Note: \_\_\_\_\_

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**EXCELLENCE EQUITY ENGAGEMENT ENTERPRISE**

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