



Woodkirk Academy

&

The Sixth Form @ Woodkirk Academy

Principal: Mrs J Barton BMus (Hons) MA NPOH

November 2017

Dear Parent,

Year 7 Parents' Evening - Wednesday 6 December 2017

As you are aware, Year 7 is a very important year in your son/daughter's school life. It is the time when students are settling in to a new, much larger school, which offers a wide variety of opportunities and challenges. We hope that every student will endeavour to make the most of these opportunities and achieve their full potential in all areas of the curriculum.

On Wednesday 6 December, subject teachers will be on-hand to answer any questions you may have with regards to their subject and how it is delivered to your son/daughter. In addition, you will receive personalised feedback about your child's progress. Please also be aware that Progress Reports are already available to view online; this will help you prepare for Parents' Evening.

In order to help with making appointments, we have introduced a new, easy to use online booking system. This allows you to select appointment times with teachers. You will, then, receive an email confirming your appointments. We are confident this will be an improvement to the previous system and would welcome any feedback.

Appointments can be made from Tuesday 21 November, 6pm and will close on Tuesday 5 December, 8pm. Should you wish to make any changes after this date please contact Woodkirk Reception and ask for Mrs Dickinson.

Please visit <https://woodkirkacademy.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is included with this letter.) Login with the following information:

Parent's First name in full / Parent's Surname in full
Student's First Name in full / Student's Surname in full / Student's Date of Birth

If you do not have access to the internet, please contact Woodkirk Reception (and ask for Mrs Dickinson) who will be happy to add appointments on your behalf. Please contact before 4pm on Monday 4 December should you require assistance making appointments.

When making appointments, it is important to note that Mr Lazarus and I will **not** be included to book through the system; instead, we shall be available throughout the evening to meet with parents when convenient. Could I also draw your attention to the following members of staff who have multiple Year 7 classes and may, therefore, be unavailable on the evening to meet you as their slots may book up quickly: Mrs Ward (Eng, 8 classes); Mrs Brown (Hist, 5 classes); Mr Semley and Mrs Church (Maths, 3 classes each); Mrs Moorby (Hist, 3 classes). A full list can be found on the attached guide on page 3. If a teacher's list is full, please add your details to the waiting list, and a brief email or phone call will follow with a progress update for your child.

We hope you are able to attend the evening and look forward to meeting with you and your (Yr7) child.

Yours sincerely,

MR N COOK
VICE PRINCIPAL
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