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Chief Executive: Mr D Judson, BEd, NPQH
Head of School: Mrs A Sweeten, BA (Hons), MA, NPQH
Deputy Headteacher: Mr S Rawle, BA (Hons), MA

26th April 2022

Dear Parent / Carer,

Re: Year 7 Parents' Evenings (0109-21KTH)

Year 7 Parents' Evening will take place in school on Thursday 12th May 2022, from 4:00pm to 6:30pm.

This is a fantastic opportunity to meet with your child's teachers to discuss their progress throughout the academic year so far, and to find out the areas of focus for the remainder of the academic year.

For specific pupils, there will also be the opportunity to meet with our Emotional Wellbeing Officer - Mrs Howlett and the Assistant SENCo - Mrs Walker.

As this event is face-to-face, appointments are not required. However, we do expect a high attendance and therefore advise parents / carers to arrive as early as possible to ensure you are able to meet with as many of your child's teachers as possible. It may also help if your child / children attend the evening with you.

As we do not have a large waiting area, we kindly ask you do not arrive before **3.55pm**; arrival before this time may mean you are required to queue outside. A bell will signify the end of the appointments at approximately 6:30pm. For health and safety reasons, we ask that pupils and parents / carers vacate the building by 6:45pm.

Should you have any queries regarding Parents' Evening, please contact Mrs Rutter, Academy Administration Manager via school reception or by emailing prutter@longfield.swiftacademies.org.uk

Yours faithfully,



Mr K Thompson
Assistant Headteacher