

«Home_Salutation»
«Address_House_Number» «Address_Street_Name»
«Address_District»
«Address_Town»
«County»
«Address_Post_Code»

20 January 2014

Dear «Home_Salutation»

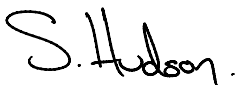
Re: Year 11 Parents' Evening

We would like to invite you to a Year 11 Parents' Evening on **Thursday 30th January 2014**. This Parents' Evening will be slightly different to normal. There will be a presentation to all parents (students welcome too) regarding forthcoming interventions to support «Forename» to achieve the highest possible grades. The first presentation will take place at 4.00 p.m. and be repeated at 6.00 p.m. It will last approximately thirty minutes. Staff will be available for the normal subject discussions between 4.30 p.m. and 7.00 p.m.

We hope that you will be able to come to the Academy to meet «Forename»'s teachers. This is an important meeting, where you can discuss current GCSE progress, as well as the recent trial examinations in December. Our Connexions Adviser and Sixth Form team will also be available, should you wish to talk with them.

Please come along at a time that is convenient to you but please try to ensure you attend one of the two presentations. On arrival please collect a copy of «Forename»'s Trial Examination Results from the Atrium. During the early part of the day, «Forename» will have received a copy of «hisher» results from the trial examinations in December to give «himher» an indication of «hisher» current performance and potential. Please would you complete the reply slip below and return it to the Academy before Friday 24th January 2014.

Yours sincerely



Scott Hudson
Principal

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Please return to: Main Office, Kingswood Secondary Academy, Gainsborough Road, Corby

Student's name: «Forename» «Surname» Form: «Reg_Group»

I shall be able to attend the Year 11 Parents' Evening on Thursday 30th January 2014. []

I will attend the 4.00 p.m. / 6.00 p.m. presentation. (Please circle as appropriate)

I shall not be able to attend the Year 11 Parents' Evening []
(Please tick as appropriate)

Signed: _____ Date: _____
(Parent/Guardian)