

Dear Parent/Carer

**Year 7 Tutor Evening – Wednesday 28<sup>th</sup> November 5.00pm- 7.30pm**  
**Online Appointment Booking**

I would like to invite you to attend our Tutor Evening on Wednesday 28<sup>th</sup> November. This is an important evening and provides you with an opportunity to see how your child has settled in to the Academy and what they need to do to continue to make progress over the course of Year 7.

The Academy operates an easy to use online appointment booking system. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

The booking system is now open.

Please visit <https://ceciljones.parentseveningsystem.co.uk> to book your appointments. Login with the following information:

Student's First Name  
Student's Surname  
(Registration Class) ie: 7P1

If you do not have access to the internet, please contact the academy office who will be happy to add appointments on your behalf.

Yours sincerely

Mrs M Hockley  
Raising Standards Leader – Year 7