

Principal: Ms N Beech (FRSA)
Winyates Way,
Winyates,
Redditch,
Worcestershire,
B98 0UB

Ref: KSp/PPE/17

March 2017

Dear Parent/Carer,

We would like to invite you to the Year 8 Pupil Progress Evening on **Wednesday 22nd March**, in the School Hall, **between 4.00pm and 7.00pm**. This is a vital opportunity for you to meet with subject teachers to discuss your child's progress.

Appointments can be made using our online appointment booking system which we used earlier in the school year. This allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Please visit <https://ipsleyrsa.parentseveningsystem.co.uk> to book your appointments. A direct link to click on will be available on the school's website homepage. If you do not have access to the internet or have any problems, please contact the school office who will be happy to add appointments on your behalf.

Please be aware that subject teachers only have 35 spaces available; therefore, registering online and making your bookings as soon as possible is advised, in order to secure your appointments with staff on the evening.

On the evening, please make your way to the '**Community Entrance**' (down the right hand side of the Main Entrance), where you can sign in and await the meetings you have booked with staff. Light refreshments will be provided at the back of the school hall.

If you are unable to attend this progress evening, please let us know as soon as possible, so alternative arrangements can be made for staff to discuss your child's progress with you.

Many thanks for your support. We look forward to seeing you on Wednesday 22nd March. In the meantime, please do not hesitate to contact us should you have any concerns/queries.

Yours sincerely

Mr K Spencer
Head of Year 8

Mr S Pierce
Year Team Leader – Year 8