



Joseph
Leckie
Academy

Joseph Leckie Academy

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Principal: Mr A McNaughton

12th November 2025

Dear Parents/carers,

Re: Year 12/13 Parent Consultation Evening.

The Year 12/13 Parent Consultation Evening will take place on **Thursday 27th November**. This gives an important opportunity for you to meet the staff who teach your child and to discuss the progress that has been made since September.

All Parent Consultation appointments will be face-to-face at the Academy and you will need to book separate appointments with each of your child's teachers. Each face-to-face appointment will be 5 minutes. Appointments will be available from **5.00pm to 7.00pm** (the last appointment being 6.50pm). If you have not booked, we cannot guarantee that you can meet your child's teachers.

To access the Parents' Evening bookings, please log in to the parent portal, below is a link to 'Parent Portal and App - Getting started and logging in' <https://support.arbor-education.com/hc/en-us/sections/201716749-Parent-Portal-and-App-Getting-started-and-logging-in>. Follow the instruction to click here to book time slots and you will be directed to a list of your child's subject teacher to click in and book appointments with.

If you need support with how to book an appointment on the app, or Parental Portal, please follow the guidance outlined in the following link; <https://support.arbor-education.com/hc/en-us/articles/203792102-Booking-Guardian-Consultations-Parent-s-Evenings-on-the-Parent-Portal-or-Parent-App>

If you have not yet downloaded the Arbor app on your smartphone, or linked to the Parental Portal, it is essential that you do so- as only through Arbor can you view your child's progress, reports and information held by the Academy.

When arriving at the Academy on **Thursday 27th November** please enter via the old car park, parking is available in the carpark or on the Academy yard. Parent Consultation Evening appointments will be held in the CBB, please sign in with a member of attendance team on the ground floor of the CBB on your arrival.

I hope that you will be able to attend and take advantage of the opportunity to support your child in their learning and future choices.

Yours faithfully

Mr A McNaughton
Principal



Learn together, lead together.

