



18<sup>th</sup> March 2022

Dear Parents/carers,

**Re: Year 7 Parent Consultation Evening**

The Year 7 Parent Consultation Evening will take place on Thursday 31st March 2022. This gives an important opportunity for you to meet the staff who teach your daughter/son 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 time slots with each of your daughter/son's teachers via Microsoft Bookings. Each face-to-face appointment will be 5 minutes. Appointments will be available from 5.00pm to 7.00pm (the last appointment being 6.55pm).

To book your appointments please visit the Academy website, here you will also find a step-by-step guide on how to book using Microsoft Bookings:

<http://www.josephleckieacademy.co.uk/consultationeveningbookings>.

I hope that you will be able to attend and take advantage of the opportunity to support your son/daughter in their learning.

Yours sincerely,

Mr James Ludlow  
Principal.

**Joseph Leckie Academy**

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