



Joseph Leckie
Academy

10th May 2021

Dear Parents/carers,

Re: Year 7 Parent Consultation Evening

The rescheduled parent consultation evening, for parents of Year 7 students, will take place on **Thursday 20th May 2021**. 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.

To ensure the safety of parents and staff during the COVID-19 pandemic, rather than face to face parent consultations, the Academy will be using Microsoft Teams to facilitate virtual meetings. The evening will commence at **5:00pm** and appointments will be available until **7.00pm**, with the last appointment being at **6.55pm**. Virtual appointments will reflect the face to face appointment times of 5 minutes per staff member.

You will need to book time slots with each of your child's teachers via www.josephleckieacademy.co.uk/consultationeveningbookings You will also find a step-by-step guide on how to book an appointment and access the virtual meetings. There will also be the opportunity to book slots with the head of year, Miss Simmonds, and yeargroup mentor, Mrs Ram.

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 sincerely,

A handwritten signature in black ink, appearing to read 'J. Ludlow'.

Mr James Ludlow
Principal.

Joseph Leckie Academy

Walstead Road West, Walsall, West Midlands WS5 4PG

Principal: Mr James Ludlow

Tel: 01922 721071 **Fax:** 01922 641497

email: postbox@josephleckieacademy.co.uk

web: www.josephleckieacademy.co.uk