



Joseph Leckie  
Academy

21<sup>st</sup> May 2021

Dear Parents/carers,

**Re: Year 10 Parent Consultation Evening**

The rescheduled parent consultation evening will take place on **Thursday 10th June 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](http://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.

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,

Mr James Ludlow  
Principal.

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