



11<sup>th</sup> June 2019

Dear Parent/Carer

We would like to invite you to attend a Parent/Carer Teacher consultation meeting for your child on **Wednesday 26<sup>th</sup> June** from **3:00pm - 6:00pm**. At this meeting you will have the opportunity to discuss your child's progress with each of their subject teachers and also, any concerns you may have about your child can be discussed with their Tutor.

On Page 28 of your child's planner, there is a sheet where you can indicate your preferred times for appointments. If you are unavailable at certain times, please block these out on the sheet. Your child will be able to make the appointments at the beginning or the end of lessons with their subject teachers.

In the envelope provided on the evening, there is a copy of your child's Data Sheet which holds their personal information. Please check this and ensure that any changes that need to be made are marked on the form. This will need to be handed back when you leave the Academy.

If you are able to, please email [admin@thebourneacademy.com](mailto:admin@thebourneacademy.com) to indicate whether you will be able to attend the Parent/Carer Teacher consultation meeting.

We thank you in advance for your continued support and look forward to meeting with you at this important event.

Yours sincerely

Mrs C Harrison  
Vice Principal

Principal: Mr M Avoth

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