



George Spencer Academy

Principal: Andrew Field
11-18 School. Number on Roll: 1430

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Nottingham
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Dear Parent/Guardian

Year 7 Progress Evening: 4.30pm - 7.00pm in the Maths Block – Lower Site

Thursday 4th April 2019 ‘P’ half – 7GG, 7JGR, 7COT, 7ML/WH & 7GSH

You are invited to attend the Progress Evening for students in Year 7 (P Half). The evening will start at **4.30pm and finish at 7.00pm** and will be held in the **Maths Block on lower Site**. A map will be provided to indicate in which room each faculty will be found. **Students are expected to attend and should be in school uniform.**

Appointments for the evening are made through our online appointment booking system on ‘Insight’. An email will be sent to you on, or near, the 27th March 2019 to let you know when the booking system is open. If your email address has changed, or if you are unable to access Insight, please contact the school office by Friday 29th March.

When booking appointments you will see your child and a list of their subject teachers. In order to make an appointment simply click on a time. Once complete please click on the ‘download’ button and print off, or make a note of the appointment times. You only need to book appointments with subject teachers however, if you do want to meet or discuss your child’s progress with their Learning Manager please contact them directly via email or by calling the school office.

Parking will only be available on lower site (Toton Side). Please do not park in the nearby residential streets.

The reply slip at the bottom of this letter should be returned to your child’s Learning Manager by Friday 22nd March.

I look forward to seeing you on the 4th April.

Yours sincerely,

Miss Rosie Johnson

Director of Learning and Achievement for Y7

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Progress Evening for Year 7P students – Thursday 4th April.

Please return to the Learning Manager by Friday 22nd March.

Student name:..... Form:.....

*I/We *shall/shall not be attending the Year 7 Progress Evening on Thursday 4th April.

Signed:.....(Parent/Guardian) Date:.....