

28 November 2023



Smestow Academy
www.smestowacademy.co.uk

Dear Parent/Carer

Re: Year 11 Parents Evening

I wish to invite you to the above event which will all take place on Thursday 7th December 2023: 4pm – 7pm. This event will provide an excellent opportunity to discuss your child's progress in their recent mock examinations and discuss how we can support them to improve further.

Your child will make appointments with teaching staff on your behalf for the evening. It would be extremely helpful if you could let your child know the time slot you require for the appointments so they can make these accordingly with their teachers. Please find attached an electronic copy of the appointment sheet that will be given to your child in order to book appointment times.

If you require any further information, please email us at postbox@smestowacademy.co.uk

We look forward to seeing you on the 7th December.

Yours faithfully

A handwritten signature in black ink, appearing to read 'I Chamberlain', with a flourish at the end.

Mr I Chamberlain
Headteacher



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