

Executive Principal: Ruth Robinson Headteacher: Nick Wells

Nova Hreod Academy Akers Way, Swindon Wiltshire SN2 2NQ 01793 528800 admin@novahreodacademy.org.uk www.novahreodacademy.org.uk

10th December 2019

Dear Parent / Carer,

Year 11 Parents' Evening - Thursday 9th January 2020

I am writing to inform you that the Year 11 subject consultation evening for parents will take place on Thursday 9th January between 4.30pm and 7.00pm.

The secure online booking system will be open from 6.00pm on Friday 13th December for parents to book appointments, at <u>https://novahreod.parentseveningsystem.co.uk</u>. A guide to using the system is available on the <u>'parent letters'</u> page of our website.

In order for staff to meet with as many parents as possible, appointments are restricted to five minutes only. If you or the teacher feels that a longer time is needed to discuss specific issues, then please do not hesitate to arrange an alternative time. It is possible that you may not be able to speak with all your child's subject teachers as some teach several Year 11 groups. Teachers will, however, be available to meet with you at a different time should this situation arise. Please do not hesitate to contact me if you have any questions about making such appointments before or after the event.

If you are unable to book online please call 01793 528800 for support or ask your child to arrange appointments directly with each of their subject teachers.

It is always useful for your son/daughter to come with you to Parents' Evening if possible and we would encourage as many students as possible to attend. Overflow parking will be available in the staff car park. I would like to thank you in advance for your attendance and look forward to seeing you.

Yours faithfully

Mr Scott Thomas Assistant Principal



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