

4 January 2019



Dear Parent/Carer

On 16 January between 4.30pm and 7.30pm, the parents/carers of Year 12 and 13 students are invited to the Sixth Form Parent/Teacher consultation evening.

Consultation evenings provide an important opportunity for parents/carers to discuss their son/daughter's targets and progress with the relevant subject teachers, and we hope that you will be able to attend. We would ask all parents/carers to sign in at main reception upon arrival.

To book your appointments using the Online Appointment Booking, please visit [srwa.parenteveningsystem.co.uk](http://srwa.parenteveningsystem.co.uk) and login or follow the link on the SRWA website. Should you have any difficulty with the booking system, please contact the Academy's Administration Office.

Each appointment has been allotted 10 minutes, however if you feel there are matters that need to be discussed in more detail, you are entitled to request a longer meeting with your son/daughter's subject teacher or with their Tutor on an alternative date. Please note that if two members of staff deliver a course, both teachers will be available at the consultation evening.

If you do not have access to the internet, your son/daughter can arrange appointments via their subject teachers, or alternatively we have a computer console in our main reception where you can login and make your appointments.

Should you have any questions or require any further information about the consultation evening, please do not hesitate to contact me.

Yours faithfully



**Mr M Monahan**  
**Assistant Principal**  
**W6**