

Woodfield Academy  
Studley Road, Redditch  
Worcestershire  
B98 7HH

**Telephone:** 01527 527 081  
**Fax:** 01527 516 586  
**Email:** admin@woodfield.worcs.sch.uk  
**Web:** www.woodfield.worcs.sch.uk



**WOODFIELD**  
**ACADEMY**

**Headteacher:** Mr. S. Bond

6<sup>th</sup> October 2015

Dear Parents and Carers

### **AUTUMN TERM – PARENTS’ MEETINGS**

I am writing to inform you of our arrangements for this term’s Parents’ Consultation Evenings.

As you are aware, we value the opportunity to share views and discuss your child’s progress. We consider this to be a vital part of the education process. Our autumn term parents’ meetings provide an opportunity to discuss matters with your child’s class teacher or form teacher. You will be able to learn about your child’s general progress and how they have settled in so far this academic year. There will also be a chance to discuss their targets for the remainder of the year.

Please accept our warm invitation to come into school to meet with us. Meetings will take place in your child’s classroom and your child is welcome to attend with you, if you wish.

Once again, we are offering a wide selection of evening and daytime time slots, in the hope that you can attend at a time that is convenient to you. The dates are:

- **Monday 12<sup>th</sup> October 2014 from 4pm – 7pm.**
- **Wednesday 21<sup>st</sup> October 2015 from 5pm – 8pm.**
- **Friday 23<sup>rd</sup> October from 9am – 11am (This is a Training Day - school will be closed to pupils).**

Please return the attached sheet to your child’s class teacher by Thursday 8<sup>th</sup> October. This will enable us to make a mutually convenient appointment. We look forward to seeing you.

Yours sincerely

S Bond  
Headteacher

**PARENTS' MEETING REPLY SLIP**

I am able/unable to attend the Parents' meeting on:  Monday 12<sup>th</sup> October 2015  
 Wednesday 21<sup>st</sup> October 2015  
 Friday 23<sup>rd</sup> October 2015

(Please tick appropriately).

I would like to attend during the following hour:-

4.00pm - 5.00pm                      Monday 12<sup>th</sup> October  
 5.00pm - 6.00pm                      Monday 12<sup>th</sup> October  
 6.00pm - 7.00pm                      Monday 12<sup>th</sup> October

\_\_\_\_\_

5.00pm - 6.00pm                      Wednesday 21<sup>st</sup> October  
 6.00pm - 7.00pm                      Wednesday 21<sup>st</sup> October  
 7.00pm - 8.00pm                      Wednesday 21<sup>st</sup> October

\_\_\_\_\_

9.00am - 10.00am                      Friday 23<sup>rd</sup> October  
 10.00am - 11.00am                      Friday 23<sup>rd</sup> October

(Please tick appropriately).

Signed \_\_\_\_\_ Parent/Carer

Child's name \_\_\_\_\_ Class \_\_\_\_\_