

Headteacher: **Mr A Herbert**

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Company Number: 07559610.  
Registered Office: Archbishop Holgate's  
School, Hull Road, York YO10 5ZA

20<sup>th</sup> October 2022

Dear Parents/Guardians

### **FS1 - Y6 PARENT EVENINGS**

Parents Evening will be held on Tuesday 8<sup>th</sup> November & Thursday 10<sup>th</sup> November 2022, 3.30pm - 6.30pm. These meetings will give you the opportunity to discuss your child's progress with their class teacher. We will not be producing a written report at this time, these will be available later in the school year.

All appointments will last for up to **10 minutes** and will be held **in person in the school hall**. Please use the instructions that teachers will send out to you later today, via Dojo, to book your appointment. Once you have made your booking please keep a note of the appointment date and time for your records. To ensure the smooth running of the evenings we would really appreciate it if you can arrive a few minutes early so we can do our best to keep appointments on time over the duration of the evenings.

If you have any difficulty booking an appointment please contact the school office by email, [admin@cwr.pmat.academy](mailto:admin@cwr.pmat.academy).

Every effort will be made to start each appointment at the allocated time. Please inform a member of staff if you are waiting longer than 10 minutes. Any parents that have not arrived will be contacted but if you are unable to attend or are running late please ring the school office on 01904 806530 to let us know.

Mr Rob Orr from Vale of York Academy will also be available on both evenings should you have any questions about secondary transition.

Thank you for your continued support

Mrs Gill Johnson  
Head of Business & Operations