



Park Vale
Academy

Park Vale Academy

Top Valley Drive

Top Valley

Nottingham

NG5 9AZ

0115 8221244

admin@parkvaleacademy.org.uk

www.parkvaleacademy.org.uk

Headteacher: Mr S Bowhay

Dear Parent

9th October 2023

Year 8 Review Meetings – Week commencing: Monday 13th November 2023

I would like to invite you to attend your child's tutor review meeting. Review meetings are an opportunity for parents to come into the academy to meet with their child's tutor to discuss their pastoral development and set agreed targets for the year ahead. Later in the year there will also be a subject based parents' evening where parents will have the opportunity to speak to their child's subject teachers about their progress in their subjects, this is happening on **Thursday 16th May 2024 4:00pm-7:00pm**.

When will the review meetings take place?

School will finish at the end of period 4 (2.05pm) for **all** year groups on **Wednesday 15th November 2023**. This is done to provide an opportunity for parents to meet their child's form tutor for around twenty minutes.

How to book a review meeting with your child's tutor

Your child will be responsible for making the appointment with their tutor for you. We are aware that not everyone can attend at this time of the day or on that day, please indicate the time that you wish to attend and ask your child to tell their form tutor who will confirm. A message confirming the date and time will be sent to you via Class Charts.

Where will the meeting take place?

Meetings usually take place in the dining room if they are taking place on the day that we close early. Please arrange to meet your child at school and they can bring you to the dining room via main reception. If the meeting is taking place at another time, please come to reception and your child's tutor will meet you there.

If you have any questions, please do not hesitate to contact your child's form tutor.

Yours faithfully

Miss S Lovett
Deputy Headteacher