



# HENDON SCHOOL

*'Learning Together*

*Across the World'*

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Dear Parent/Carer,

15th March 2013

## Academic Review Day Monday 15<sup>th</sup> April 2013

As you know, at Hendon we hold Academic Review Days at key points throughout the year. These days provide an opportunity for students to sit down with their form tutor to look at the progress they are making. Tutors are able to discuss, not only academic targets, but address any relevant pastoral issues, which are especially important for students in realising their full potential in their future.

The next **Academic Review Day will be held on Monday 15<sup>th</sup> April 2013**. Each student will be given an appointment time which they should attend with a parent/carer. Your appointment will last for 10 minutes.

So as to have a minimum impact on your other commitments, I ask that you please circle a preferred time within which you wish to attend for an appointment on the slip below and return it to your child's form tutor by **Friday 22<sup>nd</sup> March**. Where possible, you will be given an appointment within the desired time. Your child will write down the exact time of your appointment in their diary.

Please note that the normal school timetable will be suspended for the day and your child will only be in school for the duration of their appointment. Students should come in school uniform. Should you be unable to attend Academic Review Day, your child will be expected to still honour their appointment.

Yours sincerely,

*Ms. C. Williams*

Ms. C. Williams  
Head of Year 7

Name of Student: ..... Form: .....

I shall / shall not be able to attend the Academic Review Day on Monday 15 April 2013.

Preferred time slot (please circle one):

9am – 11am

11am – 1pm

1pm – 3pm

If you are unable to attend this date, please give a reason:

.....  
.....

Parent/Carer signature: .....



Yr&ARDLetJan13

