

Dear Parent/Carer

**Year 7 Student-Led Academic Tutorial
Thursday 16th May 2019**

I would like to invite you to our Year 7 Student-Led Academic Tutorial on **Thursday 16th May 2019** from 4:00pm to 6:00pm.

The evening is an opportunity to meet with your child's Form Tutor to discuss their achievements and progress. The appointment will last for twenty minutes.

You will need to book your appointment through our online booking system, on the school website following the instructions below. Please ensure you have made your bookings by **10:00am on Thursday 16th May**.

There will also be the opportunity to meet with myself, Mr Mountain, Mr Green and attendance in the Bistro before or after your appointment to discuss anything further. This is an important evening for your child to celebrate progress and go over study skills techniques.

Go to the school website (theeastmanchesteracademy.co.uk) and click the 'year 7 student led academic tutorial' link.

- Enter your details and your child's details and choose 'Log In'. Select 'Year 7 Student Led Academic Tutorial'.
- Your child's Form Tutor is then displayed for confirmation. Select 'Continue to Book Appointments'.
- Select the times you wish to see the Form Tutor. Follow the instructions on screen to save your appointments and get the appointment times emailed or printed.

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If you have any difficulties in attending the Student Led Academic Tutorial evening or booking your appointment, please contact the academy.

Refreshments will be available on the night.

Earlier in the year, we had a positive response to our Parents'/Carers' evening and anticipate the same on this occasion. We look forward to meeting you and would like to thank you in advance for attending this important evening to support your child.

Yours sincerely

A Gorey

Mr A Gorey
Year 7 Director of Progress