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Headteacher: Mr S Yalden BSc (Hons) PGCE NPQH

19 April 2023

Dear Parent/Carer

Year 7 Parent/Carers' Evening

In order to discuss your child's progress, we would like to provide you with an opportunity to meet their subject teachers at the Year 7 Parent/Carers' Evening, being held in person at Looe Community Academy on Tuesday 18 April between 4:00pm and 7:00pm.

Subject teachers will provide you with guidance on how you can help your child to further improve or excel in each subject. Appointments must be booked online, from **Tuesday 28 March at 3pm**. Please find a link [here](#) to the Parents' Evening Booking System. A guide to the process can be found on this further link [here](#). If a teacher takes your child for more than one subject, please only book **one** appointment with that teacher and they will discuss both subjects in one meeting.

If you are unable to attend this event but would like to discuss your child's progress, please telephone the school at your earliest convenience to arrange an appointment with the appropriate member of staff. We look forward to seeing you soon and thank you for your continued support.

Yours faithfully

Mr Scott Yalden
Headteacher