

June 2023

Dear Parent(s)/Carer(s),

On **Monday 17<sup>th</sup> July 2023** we will be holding end of term Academic Review Day.

**School will be closed for normal lessons on this day;** individual interviews will be made for **all students** to attend Orpington Campus with their parent(s)/carer(s) to meet with members of staff.

During these interviews we will be reviewing the progress students have made across the year and setting new targets in reading, writing and maths for the new academic year; as well as discussing the current report.

**All students are expected to attend with their Parent(s)/Carer(s) for their arranged interview times.**

Could you please allocate your preferred time to meet with the teacher in the box below.

Time	Teacher	Time	Teacher
10.00			
10.15		12.45	
10.30		13.00	
10.45		13.30	
		13.45	
11.15		14.00	
11.30		14.15	
11.45		14.30	

The interviews will last for approximately 15 minutes and we will be very grateful for your prompt arrival. If during your time with us, you would like to make an appointment to see either the Pastoral Team, SEN Team of the Senior Leadership Team, please also indicate this on the form above.

Appointments will be given on a first come, first serve basis; therefore can I recommend that you send your reply back, with your preferred times as soon as possible. Once times have been confirmed, we will let you know immediately so that you are able to arrange time to come in and see us.

We very much look forward to meeting with you.

Yours sincerely,



Sarah Gordon  
Deputy Headteacher  
Bromley Beacon Academy, Orpington Campus