



Joseph Leckie
Academy

25th November 2021

Dear Parents/carers,

Re: 6th Form Parent Consultation Evening

The 6th form parent consultation evening will take place on **Thursday 2nd December 2021**. To ensure the safety of parents/carers and staff during the COVID-19 pandemic, rather than face to face, the Academy will be using Microsoft Teams to facilitate virtual meetings.

Parent consultations will commence at **5:00pm** and appointments will be available until **7.00pm**, with the last appointment being at **6.55pm**. This gives an important opportunity for you to meet the staff who teach your child and to discuss their progress. Virtual appointments will reflect the face to face appointment times of 5 minutes per staff member.

You will need to book time slots with each of your child's teachers via www.josephleckieacademy.co.uk/consultationeveningbookings. You will also find a step-by-step guide on how to book an appointment and access the virtual meetings.

I hope that you will be able to attend and take advantage of the opportunity to support your child in their learning and future choices.

Yours sincerely,

Mr James Ludlow
Principal.

Joseph Leckie Academy

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Principal: Mr James Ludlow

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