

Our Ref: JP/JB/JAS

10th January 2024



Wednesfield Academy
www.wednesfieldacademy.co.uk

Dear Parent/Carer

I would like to invite you to attend our Year 11 Progress Evening on Wednesday 17th January 2024 at 4.00 - 7.00pm.

This Progress Evening will take place in school. The school's online appointment booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments.

Appointments can be made from 10.00am on Wednesday 10th January 2024 and will close at 1.00pm on Wednesday 17th January 2024. Should you wish to make any changes to your appointments after this time, please contact your child's House Office. Please visit www.wednesfieldacademy.com/bookings for a parental guide to book your appointments.

If you are arriving by car, parents are able to park on the main school car park and enter the school via the staff entrance. Doors will open at 3.55pm, where you will register your attendance with a member of the leadership team and be presented with a list indicating where all teachers are located. All staff will be on the bottom floor for easier access, so you can get to your appointments quicker than walking the whole school site.

Please note that appointments are strictly limited to five minutes, and we ask that you kindly stick to your appointment times. This is to ensure all parents get feedback from their teacher and that appointments stay on schedule. If you have any remaining questions following your appointment, please contact your child's House Office by calling 01902 558222 or emailing postbox@wednesfieldacademy.co.uk.

Yours faithfully

Mr Phillips
Headteacher



Wednesfield Academy
Lichfield Road
Wednesfield
Wolverhampton
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WV11 3ES



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