Our Ref: JP/RB/JAS/ProgEve-Y11

11th November 2026

Wednesfield Academy
www.wednesfieldacademy.co.uk

Dear Parent/Carer

I wish to invite you to attend our Year 11 Progress Evening on Wednesday 25th November 2026 from 3.15 - 6.30pm.

This Progress Evening will take place in school. Year 11 reports will be available to collect from 3.15pm from the Dining Room Extension. You will then be able to continue to your appointments as detailed below.

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 9.00am on Wednesday 18th November 2026 and will close at 12.00pm on Wednesday 25th November 2026. 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 will be able to park on the main school car park and walk round to enter the school via the **pupil entrance**. Doors will open at 3.10pm, where you will register your attendance with a member of leadership and be presented with a copy of your appointments and a list indicating where all teachers are located. All staff will be based on the ground floor for easier access and so you can get to your appointments quicker than walking the whole school site.

After registering your attendance, you will be able to collect your child's Year 11 report before continuing to your teacher appointments.

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 so 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