



GTR//MLO  
October 2019

**Outwood Academy Redcar**

Kirkleatham Lane,  
Redcar, TS10 4AB  
Tel: +44(0)1642 289211

Web: [www.redcar.outwood.com](http://www.redcar.outwood.com)  
Email: [enquiries@redcar.outwood.com](mailto:enquiries@redcar.outwood.com)

Principal: Mrs Gemma Trattles

**Whole School Parent Evening  
Tuesday 12<sup>th</sup> November 2019  
5.00-7.00pm**

Dear Parent/Carer

We are holding our first whole school Parents' Evening for this academic year on **Tuesday 12<sup>th</sup> November 2019** from **5.00pm – 7.00pm**. You will have the chance to speak to your child's subject teachers in order to gauge how they are progressing currently at school. The last appointment of the evening will be **6:50pm**.

**It is important that parents/carers with a child taking public exams in the summer meet their child's tutors to discuss their progress with the teachers in these subjects.**

May we kindly request that you complete the reply slip below, to confirm your intention to attend the Parents' Evening, please then return the reply slip to your child's registration mentor by **Thursday 7<sup>th</sup> November 2019**.

**It is your child's responsibility to approach teachers and request an appointment. You do not have to meet every teacher. You may want to focus on subjects where further progress is required.** Please refer to your child's parent evening appointment sheet on page **171** of their student planner. Teachers will do their best to meet your requirements.

We do ask that upon arrival at the Academy you sign in at main reception and follow instructions as to where the teachers will be located for each subject.

I would like to take this opportunity to thank you in advance for your attendance and continued support, and if there are any further questions, please do not hesitate to contact Mr C Wright (Assistant Principal) via the school telephone number or email address [c.wright@redcar.outwood.com](mailto:c.wright@redcar.outwood.com)

Yours faithfully

Mrs G Trattles  
Principal

✂.....✂.....✂

**Reply Slip**

**Parents' Evening (Year 7-11)**

**(Please return to student reception by Thurs 7th November 2019)**

(\*delete as appropriate) I will\*/will not\* be attending the Parents' Evening on Tuesday 12<sup>th</sup> November 2019.

**Student Name:** ..... **YR Group /VMG:** .....

**Parent/Carer Signature:** ..... **Date:** .....

**Protection Act 2018 – for further information on how the Academy uses the data collected please view our Privacy Notices available here: <https://outwood.com/policies>**

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Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.