

18 December 2025

Dear Parent or Carer,

RE: Year 9 Progress Evenings

I hope the first term has gone well for your child and that they have a restful break over Christmas. I would like to invite you to the Year 9 progress evenings that we will be running on the following dates:

- Thursday 8 January (X half)
- Thursday 15 January (Y half)

The evening will be a face-to-face event and will be held in the West Hall and West Gym from 4.30 pm to 7.00 pm.

To book appointments with your child's teachers, please access our booking system via the Arbor Parent App, or alternatively via the online Arbor Parent Portal. Please find attached instructions about how to make your bookings.

The booking system is now live to make bookings and will close at 9 am on the day of the Progress Evening. If you are unable to book or require assistance, please call the school office for assistance on 01377 253631.

As students are allocated to a specific year half, we are unable to switch students between the two dates above. This is due to different staff teaching in each year half. If you are unsure of your child's year half, the relevant date will be shown when you log into Arbor.

On the evening, the departments will be located in the West Hall and West Gym. A floor plan will be available to view in the West Hall on the evening.

Our West Canteen will also be open and serving complimentary refreshments. Members of the Senior Leadership Team will also be available to meet on the evening. We look forward to seeing you there and if you have any questions, please don't hesitate to contact the school.

Yours faithfully,



Mr M Evans
Assistant Headteacher