

31 March 2023

Dear Parent/Carer,

Parents' Evening: Wednesday 26 April 2023, 4:00 pm to 6.30 pm

I am writing to invite you to your child's Parents' Evening on Wednesday 26 April 2023 which will be held onsite at the college.

The evening will run from 4.00pm until 6.30pm and it will be a chance for you to see your child's subject tutor or a curriculum representative and discuss their progress and academic attainment. You will also be given a copy of your child's report on the day.

Buses 147, 262, 276, 300 and 473 stop outside NewVIC and buses 5, 115 and 330 stop on Barking Road. Please note, there is limited car parking at the college and nearby streets have parking restrictions.

On arrival, please come to the main reception where you will be directed to the right area.

Please let us know whether or not you are able to attend by emailing the information below to [**curriculumadminsUPPORTteam@newvic.ac.uk**](mailto:curriculumadminsUPPORTteam@newvic.ac.uk).

- Parent/Guardian's name
- Student's name
- Student ID number (this can be found on your child's Student ID card)
- Name of Teacher/Tutor to meet with

If you are unable to attend, a copy of your child's report will be posted to you after the event.

We look forward to meeting you on the day.

Yours faithfully,

David Francis,
Executive Director of Student Services and Wellbeing