



Executive Headteacher Mrs C Adams  
Headteacher Mr M Cunniffe  
[northbrookpa.org](http://northbrookpa.org)

Dear parents,

**Northbrook Primary Academy Parents' Evening on Thursday 23<sup>rd</sup> March 2023**

We would like to take this opportunity to invite you to the Northbrook Primary Academy's Parents Evening Meeting **on Thursday 23<sup>rd</sup> March**. The evening will run from 3.30pm – 6.30pm and will give you the opportunity to speak to your child's class teacher to discuss their engagement and progress so far, this academic year.

Appointments will be five minutes in duration as there are lots of parents to see. Please don't be offended if your discussion is cut short, as the teaching staff will need to stick to a rigid appointment schedule in order to see everyone within their class. If you think that a longer appointment will be needed, please contact us to arrange a separate appointment. You will be able to book your appointments with your child's teacher through ParentApps. If you have any issues, please do not hesitate to contact [enquiries@northbrookpa.org](mailto:enquiries@northbrookpa.org).

Please arrive 8-10mins prior to your appointment time and enter school through the school's main entrance. You will then be guided to the main hall to wait for your appointment. There will be refreshments available in the dining hall. Prior to the appointment, there is an opportunity to look at your child's books. Miss Sharrock (SENDCo) will also be available throughout the evening.

During your waiting time, you will be able to complete a Parent View questionnaire through ParentApp or paper copies will be available. This will help us to gather your views on various aspects of your child's education and their time at Northbrook Primary Academy. If your child attends with you, please ensure that they are supervised during the event so not to disturb any other conversations taking place. We will not have an additional area to support childcare.

We look forward to seeing you on Thursday 23<sup>rd</sup> March. We will send confirmation of your appointment times prior to the event. If you have any questions or queries please do not hesitate to contact me at school.

Kindest regards,

*M Cunniffe*

Mr M Cunniffe  
Headteacher



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Registered in England  
Company Registration Number 7848372  
VAT Registration Number 125718416

01772 421599

[enquiries@northbrookpa.org](mailto:enquiries@northbrookpa.org)

[Bannister Drive, Leyland, Lancashire, PR25 2GB](#)