



## HUNTINGTOWER A PRIORY ACADEMY

EHa/CDu/001

30<sup>th</sup> September 2025

Dear Parents,

In a couple of weeks' time, we will be holding our first Parents' Evenings of the year. This will be an opportunity for you to speak to your child's teacher about how they have settled and any other matters relating to their education. It is also an opportunity for their teacher to discuss with you their targets for your child and also their attendance to date. We believe that by working together we can best support your child.

The Parents' Evenings will take place across two days on **Tuesday, 14<sup>th</sup> and Wednesday 15<sup>th</sup> October**, where there is the opportunity to meet with the class teachers **face to face in their classrooms**. There are no online meetings this year. Appointments can be booked online using the link at the bottom of this letter and please remember that if you are moving between classes as you have more than one child, it is better to space them out or else risk missing the appointment moving around the academy. **Unfortunately, we will not be able to provide child care provision in the studio so children will have to remain with you.** We would recommend if possible that someone cares for your children at home or in the corridors outside of the classrooms whilst you attend the appointment.

**All appointments are on a first come, first served basis.** Our SENDCo, Mrs Cradduck will be holding bookable SEND meetings on a selection of dates and if you require an appointment with Mrs Cradduck and your child's class teacher, please contact the office.

Please click [HERE](#) to book your appointment.

If you having difficulties booking, please speak to the main office staff. Please note that only one child can be booked at a time so it is helpful to remember the time you have booked before you book another child.

**Headteacher:** Miss E Harkins

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Huntingtower CP Academy is part of The Priory Federation of Academies Trust. For further information please contact The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW **Telephone:** 01522 889977  
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Miss Harkins will also be opening the academy's Reading for Pleasure Library on both evenings if you would like to bring your child to change their library book. This will give you an opportunity to look at the range of books that your child can choose from. It will be possible to return a current library book and pick a new one if they wish. Children are allowed to have **one book on loan at a time**.

Yours faithfully



Miss Emma Harkins  
Headteacher

