



27th April 2015

Dear Parents/Carers

Re: Year 7 – End of Year Review

The end of year review for Year 7 will be released on Parent Insight and will be available to view online on Thursday 7th May in the afternoon.

In line with our Eco School commitments we would like to reduce our impact on the environment and would ask, therefore, that you view your child's review on Parent Insight. However, if you are unable to access the online system and would like to receive a paper copy of the report please complete the slip below and return to your child's form tutor by Tuesday 5th May. Paper reviews will be issued on Friday 8th May.

Here is a link to our Insight system: <http://wgswitney.org.uk/portals> please check that you can access the system. The user name is usually your email address and you can reset your password if you need to by entering your email address in the 'forgotten password' field. If you do not know your user name please contact the office and they can help you access the system.

Yours sincerely

Mr S Roberts
Head of Wychwood Lower School

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Year 7 End of Year Review - PARENT REPLY FORM – Reply by 5th May 2015

Please only complete the slip if you need a paper copy of the Review.

I am unable to view Parent Insight online, therefore, please issue a paper copy of the Review for my child.

Student's Name: Tutor Group:

Signed: Date:
(Parent/Carer)

Alternatively, email office@wgswitney.org.uk using the title 'Review Paper Copy Request', please let us know your child's name and tutor group.