



21 September 2017

Our Reference:GS/jmca

Dear Parent / Guardian

I write to inform you that on Monday the 18th and Tuesday 19th of September the school will be closed to pupils. These are our two INSET days designated by Highland Council.

Congratulations go to **Mr Russell McFee** (PT of PE) who has been appointed as Acting Depute Head Teacher for S3 and S6 and **Mr Ryan Mackintosh** who will be Acting PT of PE.

On Tuesday 26 September at 7pm we will be holding an open evening for parents of youngsters in S4-6. This event will focus on changes to the SQA qualifications. It will also give you advice as to how to support your child effectively through assessments and examinations. School staff will be available at that time to meet parents informally about courses and support on offer. We will also highlight the resources that are relevant and available online. This event will be supported by the Parent Council and Skills Development Scotland (a key partner in securing positive destinations for all school leavers at Charleston Academy). If you have a child in S4-6 and would like to attend this event **please complete the tear off slip below to be returned to your child's registration teacher.**

I would also like to ask for your continued support in making children aware of appropriate use of mobile phones. All telephone calls to a pupil should go via the school office.

Yours sincerely,

Gordon Stewart
Acting Head Teacher

Parent Information Evening – Tuesday 26th September at 7 pm in the school hall.

I intend attending this event.

Child's Name..... Class

Parent / Guardian signature Date