

BT/jw

September 2017

Y12 Form Tutor PCE and Information Evening

Dear Parents and Carers

I am writing to invite you to a Form Tutor PCE and Information Evening on **Wednesday 20th September**. This is an opportunity for you to meet your child's form tutor as well as attend a 30 minute presentation. The purpose of this is to make sure that you know about the specific priorities for the coming year as well as giving an opportunity to set academic and personal targets with your child.

Please take the opportunity to discuss with your child's tutor any concerns you may have, relevant personal information that would be helpful for them to know, best methods of communication and anything else you feel would help your child's tutor support him/her in school. The tutor will report any issues or concerns that may have been noted since the start of term as well as any successes and targets for the year.

Your child will need to make an appointment with their tutor between 4pm and 6.30pm on **Wednesday 20th September**. Mr Lawful, Mrs Higgs, members of senior staff, our SENCo, Learning Mentor, Careers Advisor and Inclusion and Attendance Officer will be available to offer advice and guidance too. **The 30 minute presentations will be repeated at 4.15pm, 5.00pm and 5.45pm** and so you will be able to attend either before or after the meeting with your child's tutor.

There will be an opportunity to buy stationery/revision guides and the PTA will be serving refreshments and offering support and advice from a parent's perspective. I do hope that you can attend.

Yours sincerely



Barb Timms
DEPUTY HEADTEACHER