

6 October 2017

Dear Parent/Carer

On Thursday 12 October 2017 at 5pm (until 7pm) we are holding a Year 7 'Settling In Evening.' This will be an excellent opportunity for you to meet with your child's personal tutor and Head of Year.

The evening is by appointment only, so please indicate on the slip below your intended arrival time. Each appointment lasts for five minutes, however should require longer please contact us to make a further appointment in school time or make an appointment with Mrs Holmes on this evening.

Once the reply slip is received by Mrs Holmes, your child will be required to make appointments with their personal tutor and Mrs Holmes, Head of Year, if this is required also. These times will be written in their planner so please check this.

The 'Settling In Evening' is of utmost importance. It is an excellent opportunity for you to find out more about your child's schooling as well as meet the key people involved in their pastoral and educational welfare.

Please return the reply slip to Mrs Holmes in F5 by **Tuesday 10th October**.

Yours sincerely

Mrs D Holmes
Head of Year 7

I will be attending the Year 7 Settling In Evening on Thursday 12 October 2017.

I/we will be arriving at 5-6pm

I/we will be arriving at 6pm- 6.50pm

Signature: _____

Date: _____

Name of child: _____