

21 November 2011

Dear Parent/Guardian

Sixth Form Consultation Evening Thursday 1 December

I would like to invite you and your son/daughter to attend the Sixth Form Consultation Evening on Thursday 1 December from 4.00pm to 6.30pm. This is a valuable opportunity for you to discuss your son's/daughter's progress and achievements with their teachers.

Your son/daughter should make appointments with each of his/her teachers. The appointments last 5 minutes but should you require a longer consultation please contact the appropriate member of staff. It is expected that your son/daughter attend the evening along with you and that they wear the usual academy Sixth Form dress code.

I do hope that you are able to attend this important evening and look forward to seeing you there. Please return the reply slip below to your son's/daughter's tutor before Tuesday 29 November.

Yours sincerely,



Miss S Miller
Assistant Principal for Sixth Form

Reply slip - please returned to tutor before Tuesday 29 November

Sixth Form Consultation Evening. Please tick the appropriate box.

Student's name _____

Tutor group _____

We/I will be attending the Sixth Form consultation evening

We/I cannot attend the Sixth Form consultation evening because

and instead will make contact with the relevant teachers if necessary.

Signed (parent/guardian) _____

Date _____