



«Parental\_Salutation»  
«HouseName»  
«Apartment»  
«HouseNumber» «Street»  
«District»  
«Town»  
«County»  
«Postcode»

Date: 08 September 2017

Ref: PAL/y11

Dear «Parental\_Salutation»

**YEAR 11 PARENTS' INFORMATION EVENING  
THURSDAY 7<sup>th</sup> SEPTEMBER 2017 – 6.00pm – 7.30pm**

It was unfortunate that you were unable to attend this very important meeting regarding «Name of student»'s Year 11 courses. There were presentations from the Head teacher, Deputies, the Assistant Head for Communities and the Learning Leaders. There was a strong focus on the importance of attendance, the completion of homework, an early start to revision study skills and how parents can support their son/daughter through this very important year. There was also an opportunity to visit the Ashford block where the Subject Leaders of English, Maths and Science and some teachers were available to help with information, advice and guidance on courses and revision.

Please find a copy of the slides shown in power-point presentation and also some hand-outs given out on the evening. Revision Guides for the Core Subjects were on sale during the evening and you can purchase these from school. I encourage you to make sure that «name of student» has all of the necessary revision guides for all of «his/her» subjects. Please read through all of the information attached.

The Learning Leader – Miss McNelis talked about the OSL – Out of School Learning Programme for Term 1 and it is important that «name of student» attends as many Period 7 sessions as possible and compulsory for all sessions that «he/she» is invited to.

Finally, the key important dates are listed and if you have any questions, please do not hesitate to contact «name of student»'s Learning Leader in the first instance.

A copy of all the relevant Community contacts is also enclosed.

Your sincerely,

Mrs P. Allon  
Deputy Head



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