



1 October 2019

Dear Parent/Carer

I am writing to inform you of the Year 7 Tutor Evening which is taking place on Thursday 17th October 2019, between 4.00 p.m. and 7.00 p.m.

This is an opportunity for you to be able to discuss your son/daughter's first 6 weeks at The Park Community School. The settling in grades you have received will provide a talking point. Pupil Passports and Classcharts codes will also be available on the evening.

In order for your child's Tutor to make an appointment for you please select a time slot on the slip below. Your Tutor will do their best to accommodate your request. Please return the slip directly to your child's Tutor, no later than **Monday 7th October 2019**.

Useful dates for your diary:

- Thursday 10th October: Year 7 Settling in Grades issued
- Thursday 17th October: Year 7 Tutor Evening
- Friday 13th December: KS3 Monitoring emailed home
- Monday 20th April: KS3 Monitoring emailed home
- Thursday 23rd April: Year 7 Parents' Evening
- Thursday 16th July: Year 7 Monitoring and Tutor Reports emailed home

Yours sincerely

Mrs S. Freeman
Assistant Headteacher for Safeguarding, Transition and Admissions

✂ _____

To: Year 7 Tutor

Name: Tutor Group:

Please circle which time slot/s would suit you best

4.00 -5.00 p.m. 5.00 – 6.00 p.m. 6.00 – 7.00 p.m.

Signed: Parent/Carer

