7th October 2019

Dear Parent/Carer

I am writing to invite you to a Year 7 Tutor evening on Monday 14th October 2019 from 4.00 pm – 5.30 pm, where you will be able to meet with your child’s tutor to discuss their transition into Sandhill View.

Your child’s tutor will be allocating a time slot for you to attend, if you have a time preference could you please ensure you give your child the details and we will try our best to accommodate you.

Yours sincerely,

Mrs A Johnston

Assistant Headteacher

**Please return to your Year 7 Form Tutor**

Pupil’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form \_\_\_\_\_\_\_\_\_\_\_

Please tick the statement which applies:

I shall be attending the Tutor evening on Monday 14th October 2019.

I shall not be attending the Tutor evening on Monday 14th October 2019.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent/Carer)