



Bassingbourn Village College

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Part of the Anglian Learning Trust

Limited by guarantee registered in

England and Wales with registered no : 07564749

Registered address: Lode Road, Cambridge CB25 9DL

**Mr D Cooper
Principal**

9th November 2016

Dear Parent/Carer,

We would like to remind you that **Year 10 Parents' Evening** will be taking place on **Thursday 24th November 2016, 4.30pm – 7.30pm.**

This will be an opportunity to discuss your son/daughter's progress during the first term of their GCSE courses. Students will be issued with their appointment sheets shortly and they should ask teachers for appointment times.

In order that the evening runs smoothly we suggest that students make appointments with a 5 minute gap between them, to allow parents to move from one teacher to the next. Parents are asked to assist us by keeping conversations to the 5 minute slot. If you require a longer meeting with a member of staff please make an appointment to see them at a mutually convenient time after the 25th November.

If you are unable to attend the evening, please contact the appropriate subject teacher e-mail or by telephone to enable you to keep up to date with your son/daughter's progress.

We look forward to seeing you on Thursday 24th November.

Yours faithfully

Mr S Gair

Mr D Beck

Ms J Shortt

College Achievement Leaders

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Name of student: Tutor Group:

I/We will/will not be able to attend the Year 10 Parents' Evening on Thursday 24th November 2016.

Signed