



Bassingbourn Village College

South End, Bassingbourn, Royston, Hertfordshire SG8 5NJ

Telephone: 01763 242344 Fax: 01763 248122

Email: Office@bassingbournvc.net

Website: www.bassingbournvc.net

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**

8th January 2018

Year 8 student

Dear Parent/Carer,

We would like to remind you that **Year 8 Parents' Evening** will be taking place on **Thursday 25th January 2018 between 4.30 and 7.30pm**

Students will be issued with their appointment sheets shortly and they will then ask teachers for appointment times. Your son/daughter will make appointments with staff at 10 minute intervals. This will allow for a 5 minute consultation with staff and 5 minutes for you to move to the next appointment. Hopefully this will enable you to have your appointments on schedule. If you require a longer meeting with a member of staff please arrange an appointment at a mutually convenient future date.

If you are unable to attend the evening, please contact the appropriate subject teacher by 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 25th January.

Yours faithfully

Miss J Read
College Achievement Leader
Keller College

Miss C Harris
College Achievement Leader
Luther King College

Mr D Beck
College Achievement Leader
Moore College

Ms J Shortt
College Achievement Leader
Shakespeare College



Name of student: Tutor Group:

I/We will/will not be able to attend the Year 8 Parents' Evening on Thursday 25th January 2018.

Signed Number attending