

29 September 2022

Dear parents/carers,

We are delighted to be able to welcome you and your child on site for our **Meet the Tutor event on Wednesday 12 October**.

Many of you will not have met your child's tutor in person, so this is an ideal opportunity to engage with the member of staff who has holistic overview for your child whilst they are in school. Students see their tutor every morning and they are there to ensure your child thrives in school and helps them to overcome any barriers to their learning.

Appointments can be booked **via Edulink**. (Some tutor groups have two members of staff working with them, if this applies to your child's tutor group, please book your appointment with the member of staff who is highlighted in the table below in bold.)

The appointment system will open on **Wednesday 5 October at 9am** and can be accessed via Edulink. The booking system will close at **11am on Wednesday 12 October**.

**Year 11** appointments will take place in **upper B block**. Appointments will run from 3.45-7.30pm. Upon arriving on site, please make your way to Main Reception where you will be directed towards the relevant block for your booked appointment.

We are still very early on in the academic year; therefore, tutors do not have insight into subject specific performance. They will be able to discuss how well your child has settled into the school year and give you the chance to raise any concerns about their wellbeing. If you do have any subject specific concerns, please contact the class teacher for that subject. Later in the academic year, there will be a subject evening to discuss your child's progress with each of their teachers.

<b>Room</b>	<b>Tutor</b>
<b>B16</b>	11SE ( <b>Mrs Ellis</b> and Mr Dawson) 11JSY (Ms Sanby)
<b>B17</b>	11JGR (Mr Gardiner) 11JKI (Miss Owen & <b>Mr Kirk</b> )
<b>B18</b>	11PHR (Miss Horner) 11DRI ( <b>Miss Rai</b> and Mr Smith) 11AAI ( <b>Mr Adeliyi</b> and Mr Krishna)
<b>B19</b>	11BP ( <b>Mrs Fern</b> and Mrs Patel) 11SHO (Mr Mason-Holt) Mr Mason-Holt is taking a group of students on a trip on this date, and therefore will not be present at this event. If you would like to speak with Mr Holt, please do contact him.

If you have any questions about this event or are unable to make it, please reach out to your child's tutor.

**We are expecting the school and car park to be extremely busy on the evening with so many appointments on offer, and therefore, kindly ask if you are able to walk to school for your time slot, please do so. This will enable parents who live further afield to park and get to their appointment on time.**

We look forward to seeing you all back on our school site again.

Yours faithfully,

Kathryn Wittich-Jackson  
Assistant Principal