

Ref: Mrs Smith

Ref PKI/SN

5th September 2018

Dear Parents/Guardians

Sixth Form Information Evening – Year 12

I am delighted that your son or daughter has chosen to join Brooke Weston Academy for the Sixth Form. I would like to invite you to attend an informal evening on **Thursday 13th September 2018**. There will be two information presentations available to parents, **5:00 pm – 5:50 pm or 6:00 – 6:50 pm**.

Parents should meet in the Weston Theatre at the beginning of the session for a presentation regarding the structure of Sixth Form Education at Brooke Weston, alongside additional information about Higher Education, Apprenticeships and Examinations.

Also, this occasion is intended to give all parents a chance to meet or meet again their son/daughter's tutor. The tutor will be happy to follow up any specific matters relating to an individual student and a subsequent appointment should be made for this on the evening.

We hope that all parents will be available during the evening. Please complete the reply slip below and return it to your son/daughter's tutor.

Yours sincerely

P Kirkbride
Principal

**Brooke Weston– Reply Slip
Year 12 Sixth Form Information Evening**

Student's Name **Tutor Group**

I/we will/will not* be able to attend your evening on Thursday 13th September 2018 at:

5:00 pm – 5:50 pm

(Please indicate your preference)

6:00 pm – 6:50 pm

Signed Dated

* Delete as appropriate