

January 2012

Dear Parent/Guardian

Year 1 Consultation Evenings 2nd February and 7th February 2012

I am writing to invite you to attend one of our two Consultation Evenings on Thursday 2nd February and Tuesday 7th February from 5.00pm to 8.00pm. We recommend that parents and students should come together to the Consultation Evening since we believe a sharing of opinions about students' attainment and effort grades is particularly valuable at this stage. If you and/or your son/daughter attended the December consultation afternoon then you will not be able to attend either of these February evenings.

Senior staff will also be available for consultation. Please make sure that you make an appointment with Steve McAlinden (sm@ssfc.ac.uk) should you wish to discuss specific educational needs and/or Study Support.

Please sign in on arrival, either in the Study Centre or the hall, whichever is convenient for you.

To save you time we shall operate an appointments system. Your son/daughter will make the arrangements for you. Staff will offer **10 minute** appointments from 5.00pm to 8.00pm and we shall advise your son/daughter to make appointments at least 20 minutes apart, to give you travelling time between appointments. If staff are unable to provide you with an appointment between these times, you will be offered an alternative form of communication.

Due to pressure of numbers we divide the year group into two halves alphabetically by surname. We would like you to come to the evening suggested on the reply slip, but if that is not possible alternative arrangements can be made.

continued overleaf

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First Year Consultation Evening Reply Slip

Student's Name _____ Tutor Group _____

I/We and my son/daughter shall attend the Consultation Evening on: (Please tick box).

Thursday 2nd February (surnames A – J) **Tuesday 7th February** (surnames K – Z)

I/We cannot attend any of the Consultation Evenings

Signed _____ Parent/Guardian

Please return this slip to the Group Tutor in the week beginning 23rd January 2012.

Please tick this box if you have limited mobility

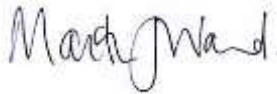
Car parking space at College is very limited so we suggest that you arrive in plenty of time to find a parking space nearby (such as Frankwell or Barker Street car parks). Refreshments will be available, and we would also be grateful if you complete a brief evaluation questionnaire about the evening.

If you would like to discuss any aspects of application to higher education through UCAS, please see the Director (Student Support) during the consultation evening.

This year AS level results are published on Thursday 16th August 2012 and GCSE results on Thursday 23rd August 2012. It is important that your son/daughter is available to receive their results.

Please complete the reply slip, which we would like returned to your son/daughter's tutor in the week beginning 23rd January 2012.

Yours sincerely



Martin Ward
Principal