



Icknield Community College

Headteacher: Mr M Hunter, BA(Hons), MSc, NPQH

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JM/cp

8th September 2011

Dear Parent/Guardian,

Year 7 – Tutor Meeting

You are invited to attend an informal verbal reporting evening to meet with your son/daughter's tutor to discuss initial settling in concerns.

The meeting will be held in the Main Hall on **Wednesday 21st September**, between 4pm and 7pm. All the tutors and myself will be there.

As we are expecting a good response, I would be grateful if you could indicate on the reply slip if you are able to attend and when you would prefer a time slot. If this is returned to school, at the latest, by **Friday 16th September**, your son/daughter will be issued with an appointment slip on Monday 19th September.

I will be available during the evening should you wish to discuss any matters with me.

Yours sincerely,

Mr J Murphy
Head of Year 7



