



g.ll.parentseve.tutorday7-11
27th September 2017

Dear Parent/Carer

TUTOR CONSULTATION DAY – TUESDAY 17th OCTOBER 2017
2 p.m. – 7 p.m.

On 17th October we are holding our Tutor Consultation Day. School will finish at 12.50 p.m. with the consultations beginning at 2.00 p.m.

This is your chance to come into school and meet with your daughter's form tutor. You will have the chance to discuss your daughter's attainment. This will also be an opportunity to discuss other key issues which relate to her year group as a whole.

There will be a subject based parents evening later in the year when you meet with your daughter's teachers to discuss her academic progress in individual subjects. If you do have specific subject based queries now, please contact the relevant teacher who will be happy to discuss them.

Tutors will be making appointments with the girls in the next week. If you would like an appointment at a particular time, please specify this in your daughter's planner. Your daughter's tutor will confirm the agreed/available time in the planner. Every attempt will be made to make the appointment at your preferred time, but this cannot be guaranteed. If you are unable to attend, every effort should be made by your daughter to still attend in your absence. If you have transport or childcare issues please let the tutor know.

Buses will run as normal (i.e. there will be no special buses provided at 12.50 p.m. for students). If girls need to stay in school until the time they catch their afternoon bus, please inform Mrs Slack in advance (eslack@st-edmunds.eu) and instruct your daughter to report to reception at 12.50 p.m. to be assigned a classroom base. The dining room will only be open at lunchtime for collection of pre-ordered packed lunches. Please ask your daughter to speak to the catering staff a few days beforehand so that her lunch can be made ready for her to collect at 12.50 p.m. Girls who usually have free school meals should also pre-order their packed lunch, please.

We feel that this is a valuable opportunity not only to strengthen links between parents and staff but also to ensure that your daughter is happy and achieving at St Edmund's.

We look forward to seeing you.

Yours faithfully

Mr B Burley
Assistant Headteacher