



The Astley Cooper School

Part of the East Dacorum Co-operative Learning Trust

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Headteacher: Edward Gaynor

11 September 2019

Dear Parent/Carer

Year 7 Meet the Form Tutor – Thursday 26 September 2019

We are pleased to invite you to Meet the Form Tutor on Thursday 26 September. If you would like to discuss your child's progress so far, or if you have any concerns, this is an opportunity for you to have a short informal discussion with their Form Tutor.

Appointments will start at 4:30pm and the final appointments will be at 6:30pm. If you need to make appointments outside these times, please make separate arrangements with the Tutor. Please complete the reply slip and return it to your son/daughter's Form Tutor. Your son/daughter will then make appointments for you and the form returned.

If at all possible, we would ask you to leave your younger children at home and, with regard to parking, you are requested to use the playground entrance to the school and park on the playground.

We look forward to seeing you on the 26 September.

Yours sincerely

Mrs J Goodchild
Head of Year 7



Please return to Form Tutor

Student Name:

a) My preferred appointment on the 26 September would be between (please indicate):

4:30 - 5pm		5 - 5:30pm		5:30 - 6pm		6 - 6:30pm	
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b) I would like to make a separate arrangement, please contact me:

Name:

Contact number:

For Parent/Carer

An appointment has been made for you to meet with your child's Form Tutor on 26 September at: _____ with: _____

