



Cranbourne Business & Enterprise College
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September 2017

Dear Parents/Carers

I am pleased to invite you to our Year 11 GCSE Information evening on **Wednesday 20th September 2017 at 6.00pm** where we will share some of the key pieces of information to allow you to fully support your child through the year with their GCSE courses.

During the evening there will be a number of short presentations which will emphasise the importance of clear information and effective liaison between College and home and vice versa.

The programme is as follows:

1. Welcome and introduction
2. How we as a College monitor and support your child
3. How to support your child to succeed:
 - a. English department
 - b. Maths department
4. GCSE assessment information

It is our intention that at the end of the evening you will leave with a clear understanding of how the staff will be working in partnership to support your child and how you can have a positive impact in this process. In addition, you will receive vital information to take away with you regarding GCSE assessments.

We hope you can attend this important evening. Due to the high numbers expected, this meeting will be for parents only. Your child will be receiving the same information via tutors and assemblies.

Please complete the reply slip and return to your child's tutor as soon as possible.

We look forward to meeting you on **Wednesday 20th September 2017**.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Jane Aplin', is written over the typed name.

Jane Aplin
Headteacher

PLEASE RETURN THIS SLIP TO YOUR CHILD'S TUTOR BY MONDAY 18th SEPTEMBER 2017

*I/we will/will not be attending the Year 11 GCSE Information evening at the ***Cranbourne/Fort Hill** site on **Wednesday 20th September 2017 at 6.00pm.**

*Please delete as applicable regarding which site you will be attending for the meeting.

Student's name: Tutor:

Parent/Guardian signature: Date: