



THE COMMUNITY COLLEGE WHITSTABLE

Bellevue Road | Whitstable | CT5 1PX | T: 01227 272362 | F: 01227 770275 | E: admin@ccw.kent.sch.uk
Headteacher: Mrs A M Gibson MA

11 September 2017

Dear Parent/Carer

RE: Year 7 Settling-in Evening– Thursday 21st September 2017

We would like to invite you to make an appointment to meet with your son/daughter's tutor on **21st September** between **3:30pm and 6:00pm**. All meetings will be five minutes long and pupils should attend with their parents/carers.

This evening will provide you and your child the opportunity to discuss how the transition process to the Community College Whitstable has been, and any concerns or questions can be addressed.

There will also be an opportunity for 'drop-in' appointments with a member of the College Leadership Team over the course of the evening to discuss any concerns you have.

To make an appointment, please complete the reply slip with a 30 minute time slot within which you can attend. We will do our best to accommodate your requests and you will be notified of your appointment time prior to the evening.

We look forward to meeting you on the 21st September.

Yours faithfully

Mrs E Britcher
Assistant Headteacher Year 7

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Please return to Mrs E Britcher, The Community College Whitstable
Year 7 Settling-in Evening

Pupil name: _____ **Tutor: Group** _____

Parent/Carer name: _____ **will be/will not be**
attending the Year 7 Settling-in evening

Our preferred appointment time is (please tick):

- 3:30pm - 4:00pm**
- 4:00pm - 4:30pm**
- 4:30pm - 5.00pm**
- 5:00pm - 5:30pm**
- 5:30pm - 6:00pm**