



Sir Thomas Boughey High School

Station Road
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Newcastle Under Lyme
Staffordshire
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October

Dear Parent

We shall be holding a Clinic Evening at school on **Thursday 17th October** from 6.30pm – 8.30pm in the Main Hall. The evening will give you the opportunity to consult with your child's Form Tutor and to discuss his/her progress to date.

Tutor: _____

The time of your appointment is: _____

Please return the reply slip below to the school by Monday 14th October to confirm your visit.

The following staff will also be present and available for consultation without a special appointment.

- Mr S Gould - Head Teacher
- Mrs T Robbins - Assistant Head
- Mr M Rigby - Head of Year 7

Yours sincerely

Mr M Rigby
Head of Year 7

REPLY SLIP - CLINIC EVENING – Thursday 17th October

PUPIL NAME: _____ TUTOR

GROUP: _____

I/We ***will*** / ***will not*** be able to attend the Clinic Evening
The appointment time you have arranged ***is*** / ***is not*** convenient.
(** please delete as appropriate).

SIGNED: _____ (Parent/Carer)

