



# KING EDWARD VI HANDSWORTH SCHOOL

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Registered Charity No: 529051

24th June 2011

Dear Parent(s)/Guardians,

The one to one interview between Form Tutor and pupils will be taking place on the 19<sup>th</sup> and 20<sup>th</sup> July 2011. Half of each form will be interviewed on Tuesday 19<sup>th</sup> July and the other on Wednesday 20<sup>th</sup> July. We are informing you that your daughter ..... has been allocated her interview with her Form Tutor ..... This appointment time and departure time is fixed and can only be changed in extreme circumstances.

Morning lessons will finish at 11:20am on Tuesday 19<sup>th</sup> and Wednesday 20<sup>th</sup> July 2011 but there will be no school buses at this time. School buses will run as normal at the end of the day. Consequently your daughter can either go home at 11:25pm following registration or if you wish she may stay in school where she will be supervised.

These interviews are designed to discuss your daughter's approach to learning and aid her development. We would value your help in talking to your daughter about the interviews once they have taken place.

Your daughter will need to bring a book for supervision periods on Tuesday 19<sup>th</sup> July and Wednesday 20<sup>th</sup> July if she is staying in school. Please fill in the arrangements you wish to make on the slip below and **return it as soon as possible and certainly no later than Friday 1st July** in order that arrangements can be made. If it is not returned by that date then we will assume your daughter will be in school.

It is hoped that you and your daughter will value these interviews.

Yours sincerely,

Miss E V Insch OBE, Headmistress

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Name.....Form .....

**My daughter will leave school at the following times (delete and fill in as appropriate)**

<b>Tuesday 19th July</b>	11.25am	3.35pm	after her interview
<b>Wednesday 20th July</b>	11.25am	3:35pm	after her interview

Signed.....(Parent/Guardian)