

18 July 2018

TO: PARENTS/CARERS OF 7KCN

Dear Parent/Carer

I am writing to formally update you on a change within your son/daughter's tutor group in that Ms Nash is unfortunately leaving at the end of the term and Mr Allen, will be taking over the vital role of tutor. The form will become 8KMA when they return in September.

I am fully confident that Mr Allen will continue to provide the excellent pastoral care, guidance and support that tutees have enjoyed with Ms Nash.

Yours sincerely



Mrs H D Breakspear
Senior Assistant Headteacher : KS3