

October 2018

Dear Parent/Carer

Year 7 Settling in Evening

We would like to invite you and your child to attend the Year 7 Settling in Evening on Wednesday, 10 October 2018. This is *not* a formal parent's evening, where you will receive detailed information about how your child is doing in different subject areas, but more of a discussion about how your child has settled into their first weeks at Longsands. The procedure for the evening is as follows:

1. **You can make appointments using our on-line booking system** (instructions attached). The cut off point for making online appointments is Tuesday, 9 October 2018. After this time, or if you are unable to access or use the online system, please ask your son/daughter to contact a member of the KS3 support staff or contact them yourself on 01480 353535.
2. Mrs Simpson will be available to speak to parents of I2L students via appointments.
3. Mrs Chilman, Senior Assistant Principal: Teaching and Learning, will also be available.
4. **We strongly encourage you to attend the Evening to meet the tutor with your son/daughter, as it would be beneficial for him/her to be part of the process. Should students attend they must be in full school uniform.**
5. Appointments will be held in the New Building and each appointment is timed to last 5 minutes. We ask for your assistance in keeping to your allocated time slot. If, as a result of your conversation there are still issues to discuss, it may be appropriate to arrange another appointment at a later date.
6. Members of the student support team will be available at the bottom of the New Build.

Mrs Postins and I would like to praise all Year 7 students for their excellent start here. We have been impressed with their politeness and enthusiasm and wish them all every success.

Should you have any questions please contact your child's tutor or the subject teacher in the first instance via enquiries@longsands.cambs.sch.uk stating the teacher that you would like to hear from.

Yours faithfully



Mrs H Breakspear
Senior Assistant Principal (KS3)



Mrs S Postins
Head of Year 7