



CRESTWOOD
COMMUNITY SCHOOL

KDS/JSS

22 June 2020

Dear Parent / Carer,

Tutor Appointments - Last week of the Summer Term 2020

In the last week of this academic year, we aim to offer every pupil and parent an opportunity to come into school to meet their tutor for next year. The aim will be to:

- Make face to face contact with a key member of staff for all pupils.
- Have a reintegration meeting before the end of term and answer any questions about next term.
- Discuss engagement during lockdown and any possible issues you may have had.
- Address any potential issues that we may need to know about next year.

For most students, the tutor will be the main contact for these appointments, though in some cases, Year leaders or Faculty leaders may wish to make an appointment to discuss specific issues. Pupils who work with the Learning Support team may also be offered supplementary appointments to offer extra support.

We will be contacting you towards the end of June and in the first week of July to offer appointments as follows:

Dates for appointments	Appointment slots (follows normal school day)
<ul style="list-style-type: none">• Tuesday 14 July 2020• Wednesday 15 July 2020• Thursday 16 July 2020• Friday 17 July 2020	<ul style="list-style-type: none">• 9.00-9.30• 9.40-10.10• 10.20-10.40• 10.50-11.20• LUNCH• 12.05-12.35• 12.45-13.15• BREAK• 13.35-14.05• 14.15-14.45

Ideally we would like both the pupil and parent(s) to attend the meeting but understand that this may not be possible. If you are unable to attend the appointment, it is perfectly acceptable for your child to attend alone with your permission.

Yours sincerely

Krista Dawkins
Headteacher

Crestwood Community School

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