UPDATED LETTER – PLEASE NOTE THE AMENDED DATE

10 November 2017

Dear Parents/Carers

**Achievement Celebration: 17 November 2017**

We will be holding a celebration and presenting copy certificates to those students who achieved qualifications during 2016-2017 on Friday, 17 November 2017 at 1.30pm.

Your child will be receiving a certificate(s) and you are invited to attend. Please complete and return the reply slip below if you will be attending.

There will be refreshments available beforehand from 1.00-1.30pm and you are welcome to take your child home with you at 2.30pm. If you decide to do this, please leave the school premises promptly to avoid the traffic and ensure that you advise transport that they do not need to collect your child.

Yours sincerely



Sharon Glover

PA to Headteacher

✂……………………………………………………………………………………………………………..

**REPLY SLIP: Return to Sharon Glover**

**Celebration: 17 November 2017**

Student:………………………………………………………………. Class: …………………………

I/We will be attending the celebration and require ……………. seats (*insert number required)*

Name: ………………………………………………………………..