

Ref: MLF/«Legal\_Forename» «Preferred\_Surname» «Reg»

June 2013

«Parental\_addressee»  
«House\_name»  
«Number» «Street»  
«District»  
«Town»  
«Postcode»

Dear «Parental\_Salutation»,


We would like to take this opportunity to welcome back your son following the summer examinations. We hope that the hard work put into the preparation for the AS examinations will pay off and that a solid foundation has been laid for year 13.

The next six weeks is an important period for two reasons. Firstly, work will be starting on A2 courses. Due to the demanding nature of the examinations it is important to make an early start and to maximise the time available. Whilst some students are likely to drop from four to three courses in September we do ask students to continue with all their current lessons until results day.

Secondly, we will be making a start on the application process for university/ college/ employment/ training. Essential information is given out at this time and the support of tutors is crucial in ensuring that your son makes a smooth transition from school.

As students return to school we would like to take this opportunity to remind you that the dress code is exactly as set out in the sixth form prospectus when your son applied to the sixth form.

Yours sincerely,



C. Wright  
Leader of Student Development



P. Cummings  
Headteacher