



# Bassingbourn Village College

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Part of the Anglian Learning Trust

Limited by guarantee registered in

England and Wales with registered no : 07564749

Registered address: Lode Road, Cambridge CB25 9DL

**Ms V Poulter  
Principal**

26<sup>th</sup> November 2019

Dear Parent/Carer,

I would like to remind you that **Year 7 Parents' Evening** will be taking place on **Thursday 9<sup>th</sup> January 2020 between 4.30 and 7.30pm**

Students will be issued with their appointment sheets shortly and they will then ask teachers for appointment times. Your son/daughter will make appointments with staff at 10 minute intervals. This will allow for a 5 minute consultation with staff and 5 minutes for you to move to the next appointment. Hopefully this will enable you to have your appointments on schedule. If you require a longer meeting with a member of staff please arrange an appointment at a mutually convenient future date.

If you are unable to attend the evening, please contact the appropriate subject teacher through your child's planner, e-mail or by telephone to enable you to keep up to date with your son/daughter's progress.

We look forward to seeing you on Thursday 9<sup>th</sup> January.

Yours faithfully

Mrs J Nettleton  
Achievement Leader Year 7

✂ .....

Name of student: ..... Tutor Group: .....

I/We will/will not be able to attend the Year 7 Parents' Evening on Thursday 9<sup>th</sup> January .

Signed ..... Number attending .....