Sir Frederic Osborn School

Achieving Success Together

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22nd September 2017

Dear Parent/Carer

Year 7 Parents 'Meet the Tutor' Evening - Tuesday 3rd October 5.30pm to 7.00pm - Osborn Hall

As you already appreciate this is an important opportunity for parents and carers to meet their child's Form Tutor and we expect all students and parent/carers to attend. If you are unable to attend this very important event we expect that you will make an appointment to meet with your child's Form Tutor in the next week. This appointment is to ensure your child has settled into Sir Frederic Osborn school and to highlight any areas of concern you may have. Please note that this is a 5 minute appointment and if you need longer please book a further appointment directly with your child's form tutor.

We are using an on-line booking system for our Meet the Tutor Evening. Please go to:

https://sirfredericosborn.parentseveningsystem.co.uk

where you can login. To login all you need to enter is your Title: Mr/Mrs/Miss etc, your first name and your surname. You will need to enter your email address and confirm. Your password is your child's first name, surname and date of birth. Please be aware that these details are taken from the original information you gave on your child's registration form. If you are unable to access the on-line booking system please contact Maria McKenzie in the school office or email admin@sfosborn.herts.sch.uk.

Year 7 Kingswood Trip

There will also be an opportunity for parents/carers of those students who are attending the **Kingswood Team Building trip** to meet with myself to answer any questions you may have. A comprehensive 'Trip Booklet' will be available which contains information on departure time, equipment, activities, menus etc.

Enclosed with this letter is a Medication & Dietary Requirements / Code of Conduct & Medical Consent form (**for parents of students who are going to Kingswood only**). I should be grateful if you would bring these to the meeting where they will be collected in readiness for the trip. If you are unable to print these forms at home copies will be available on the night.

I look forward to seeing you on Tuesday 3rd October. In the meantime, if you have any questions please do not hesitate to contact me at the school on Ext 383 or email Shelley.Vaughan@sfosborn.herts.sch.uk.

Yours sincerely

S Vaughan

Miss S Vaughan
Director of Learning Year 7
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