



## Trinity School

A Church of England  
Academy

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Sheila Johnston and Derek Kay  
Co-Headteachers

September 2017

Dear Parent(s)/Carer(s)

### Re: Year 12 & 13 Information and Tutor Evening Thursday 21 September 4:30pm-7pm

I hope that you will be able to attend the Year 12 & 13 Information and Tutor Evening to speak with your son/daughter's Form Tutor. This meeting will provide an opportunity to discuss how your son/daughter has settled in to the Sixth Form, preparation for the internal and external exams and his/her post Sixth Form options. All students are invited to attend and meetings will be held in the students' usual form rooms.

During the evening there will also be an opportunity to attend an 'Information/Expectations' presentation. We are conscious that there are slightly different expectations for Year 12 & 13 and as a result there will be separate presentations which are repeated throughout the evening.

- The Year 12 presentation will include details about life as a Year 12 student, key examinations dates, how you can support your son/daughter and an explanation of Sixth Form support and intervention procedures. Afterwards, there will be time for questions with members of the Sixth Form Team. This presentation will take in place Devonshire Hall at 4.30pm, 5.30pm and also at 6.30pm if there is sufficient demand.
- The Year 13 presentation will include details about the UCAS application and funding process, applying for apprenticeships etc. and key examination dates. These presentations will take place at 5pm, 6pm and also at 7pm if there is sufficient demand. Again there will be time for questions with members of the Sixth Form Team afterwards.

Our online appointment booking system allows you to choose your own appointment time with Form Tutors and receive an email confirming your appointment. Please visit <https://trinity6thform.parentseveningsystem.co.uk> to book your appointment or use the link on the Trinity School website. Appointments can be made between **10:00am on Wednesday 13 September and 11:55pm on Sunday 17 September**. Should you wish to make any changes after this date or if you do not have access to the internet, please contact the Sixth Form Office and staff will assist you. If you have not made an appointment within this time period we may contact you to make one. If you are aware you will not be able to attend please let us know by phone or email at your earliest convenience.

If you wish to discuss any other aspects of Sixth Form or have individual queries regarding university, apprenticeships and employment opportunities the following staff will be on hand to offer advice: Mrs Fleming (Sixth Form Pastoral Tutor), Mrs Ogilvie (Sixth Form Pastoral Tutor) and Mrs Medley (Sixth Form Pastoral Leader). Refreshments will be available in the Bistro throughout the evening.

We suggest that you park at either the Trinity Leisure car park in front of the swimming pool, on Duke's Road or at the Sands Centre. If you have any special requirements, please contact the Sixth Form Office on 01228 516051. I look forward to seeing you on Thursday 21 September.

Yours faithfully

Mr Andrew Winter  
**Assistant Headteacher – Sixth Form**