

June 2018

Dear Parent/Carer

As you will be aware, our Induction Days are Wednesday 4<sup>th</sup>, Thursday 5<sup>th</sup> and Friday 6<sup>th</sup> July. The induction process allows students to meet their new form tutor, other members of their form and to sample core and option lessons. Please find enclosed a student booklet which I hope will provide you and your child with the information you need regarding induction and starting at Ashby. A parent booklet has also been put onto our school website under the Parents tab. If you do not have access to the internet please let us know so that we can post it to you. Copies of all induction materials are available on the school website along with student transport information.

In an effort to complete our administration tasks as early as possible please find enclosed three forms that should be returned to your tutor with your child on the first day of induction. The forms are:

- **Pupil Admission Form** (Please clearly state if you have a home email address for correspondence, as the majority of information Ashby School will be sending out in the future will be via email.
- **Home/School agreement**
- **Indemnity Form**

#### **Wednesday 4<sup>th</sup> July – Parent/Guardian information meeting**

As part of the induction process we have allocated time for all parents and students to attend an important session on Wednesday 4<sup>th</sup> July at 17.45pm. This will last for approximately 30 minutes, and will be held in your child's form room. You will meet their form tutor and will be given vital information on how the school system works. This is an opportunity to discuss any concerns you may have and to ask any relevant questions.

I will be available to answer any enquiries in the school library from 17.00 – 17.30pm and 18.15 - 19.00pm.

Parking will be in A-Block (Nottingham Road site) and B-Block (Leicester Road site). It will be very busy so if you are local and it's possible to walk, you may find that easier. You can also use the parking facilities at Ivanhoe School. **Please do not park on Range Road.**

We look forward to working with you and your child over the coming years.

Yours faithfully,



G Staniforth  
Deputy Headteacher