

11<sup>th</sup> September 2015

Dear Parents,

**Re: New Intake Welcome Evening**

*Assalaamu 'Alaikum,*

I would like to take this opportunity to welcome parents/guardians of all new pupils joining us in Year 7 and invite you to our Welcome Evening, which will take place on **Thursday 17<sup>th</sup> September 2015** Insha'Allah. Please note the evening will start promptly at **6:30pm**.

As our whole approach at the school is based on effective partnership with parents, having regular communication is vital. Although it has been a relatively short period of time since the start of term we would like to think your daughter would have settled at the school without any problems, as all pupils are encouraged to feel part of the school community. However the transition for new pupils from their primary school to secondary school is a major event in any child's life and some can feel both apprehensive and anxious at this time.

This meeting will be an ideal opportunity for parents and staff to familiarise themselves with each other. Staff will outline how the school creates a learning environment where there are high expectations and pupils are supported to achieve their maximum potential. The evening will also provide you with the platform to discuss any concerns/ views you may have with your daughter's Form Tutor and Head of Year. All members of our Senior Leadership Team will also be attending. Please note, subject teachers will not be available at this meeting. You will have the opportunity to discuss your daughter's progress in individual subjects at the Year 7 parent's evening which will be held on Thursday 11<sup>th</sup> February 2016. However if you currently have a concern about a particular subject area, please mention this to Mrs Smart, Pastoral Coordinator.

This invitation is for parents/guardians only. Pupils are not expected to attend. Please confirm your attendance by returning the reply slip below to your daughter's form tutor by **Tuesday 15<sup>th</sup> September 2015**.

**We aim to complete the programme before Maghrib prayer so please ensure that you arrive promptly so that you do not miss any part of the programme.**

I look forward to meeting with you Insha'Allah.

*Wassalaam*

**Mrs. M. Mohamed**

*Head Teacher*

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**REPLY SLIP**

We will/will not be able to attend the Welcome Evening **Thursday 17<sup>th</sup> September 2015 at 6.30pm**.

Name of Daughter \_\_\_\_\_ Form \_\_\_\_\_

Signed \_\_\_\_\_ Date: \_\_\_\_\_