

September 2017

Dear Parents,

I am writing to invite you to the “Year 7 Settling In Evening” on Thursday 28<sup>th</sup> September.

The event will take place from 3.30pm until 6.00pm and will be by appointment with your son or daughter’s form tutor. Please let your child know the time that is best for you and they will be able to book time slots with the relevant staff. The event will give you the opportunity to discuss how your child has transitioned from Key Stage 2 to 3 and a chance to discuss any concerns you may have.

The Head of Year 7, Mr Stuart Dix, will also be available to talk to during the event as will members of senior staff. Learning Support staff who work with Year 7 will be available to speak to you throughout the evening alongside members of the special needs teaching staff.

Should you have any queries then please contact me or Mr Dix at school in the usual manner.

Yours faithfully,

Mr Wayne Hill  
Assistant Headteacher

Mr Dix  
Head of Year 7

Headteacher: **Mrs J Gray, MSc, NPQH**

St Michael's Church of England High School • Rowley Learning Campus • Curral Road • Rowley Regis • West Midlands • B65 9AN  
Telephone: **0121 561 6881** • Fax: 0121 561 6882 • email: [contact.staff@st-michaels.sandwell.sch.uk](mailto:contact.staff@st-michaels.sandwell.sch.uk)