



IM/GR/cl

THE SIXTH FORM COLLEGE COLCHESTER

October 2018

I. C. MacNaughton, B.A., Principal

North Hill, Colchester, CO1 1SN

Telephone 01206 500700

Facsimile 01206 500770

www.colchsfc.ac.uk

Dear Parent/Carer

PARENTS' CONSULTATION EVENINGS

6.30pm to 9pm

THURSDAY 22 NOVEMBER Division 1, Division 2 and Division 5

TUESDAY 27 NOVEMBER Division 6, Division 7 and TG 401-404 and TG 411-415

THURSDAY 29 NOVEMBER Division 3, Division 8 and TG 405-410

Consultation Evenings will be held for parents of all students on Thursday 22 November, Tuesday 27 November and Thursday 29 November from 6.30pm to 9pm.

You are warmly invited to attend one of the evenings - to discuss your son or daughters progress with the subject staff who teach your son or daughter. Students are also encouraged to attend the discussions.

You will see above that students in specific Divisions/Tutor Groups (TG) have been assigned to specific designated evenings. Your son or daughters Tutor Group number will identify the relevant designated evening. However, if the designated evening is inconvenient to you, it is possible to make appointments on one of the alternative dates.

To ensure the evenings work smoothly and to reduce the potential for delays for both parents and staff, an appointment system will operate throughout the evening. **Your son or daughter needs to arrange your appointment times, and confirm locations directly, with each of their subject tutors.** It is advisable to leave a ten-minute gap between the end of one appointment and the next. This greatly assists in ensuring that prompt appointment times are maintained for everyone throughout the evening.

Unfortunately, it will not be possible for most parents to park in the College grounds during the evening. For those planning to travel by car we would advise using either the Middleborough car park (*50p for entry after 6 pm) or the St. Mary's car park (*£2.00 entry charge after 6 pm). However, visitors with mobility or other personal difficulties should contact College Reception as early as possible so that appropriate arrangements can be made for you.

The College Reception switchboard (telephone 01206 500700) will be open throughout the evenings to deal with urgent messages, and plans of the College buildings and room locations will be available in Reception.

Drinks and snacks will be on sale in the Refectory on the ground floor from 6.45pm until approximately 8.15pm

My colleagues and I look forward to welcoming you.

Yours sincerely

Ian MacNaughton
Principal





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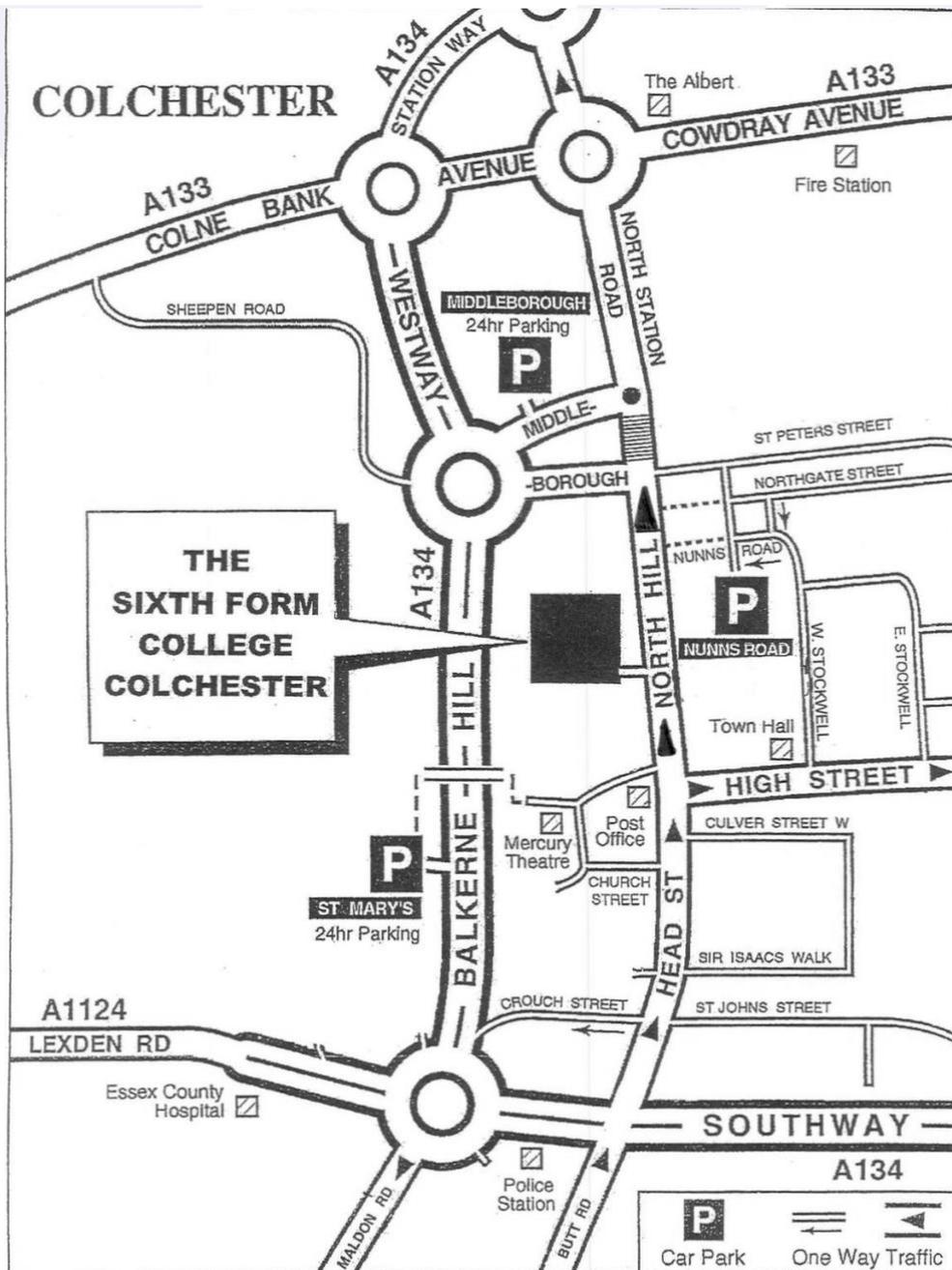
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Public car parks convenient for The Sixth Form College, Colchester

