



3rd October 2011

Ref: R:staff.fy.parentsurgey

Dear Parents/Carers

In response to a number of parents' requests, we are proposing to offer a fortnightly surgery for parents to meet a member of the Leadership Team to discuss general concerns/issues about student progress and the College more generally.

This opportunity should not replace the College's usual means of communication to tutors, teachers and pastoral leaders. The email addresses of all staff are available on our website – www.ncol.uk.com (click on Key Staff at the bottom right hand corner on the Home Page).

The surgery will take place on Tuesdays between 8.00am-9.00am.

Please contact the school office to make an appointment.

Yours sincerely

Nick Froy
Deputy Principal