



Hanham Woods Academy
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Principal : Mr S.Kneller B.A. (Hons)

Parent/Carer of:
«Preferred_Forename» «Preferred_Surname»
«Add1»
«Add2»
«Postcode»

Our Ref: JDR/lmh

4th October 2018

Dear Parent/Carer,

I am writing to you to let you know that «Preferred_Forename» has been identified as a student who would benefit from some additional support with their **English Language and English Literature GCSEs**.

I would like «Preferred_Forename» to attend the **English Language and English Literature BOOST sessions** which take place **on Mondays or Thursdays from 3.05pm until 3.45 in the English block** (the day for «Preferred_Forename» to attend will be arranged by their English teacher). The sessions allow students to be advised by English teachers on specific aspects of the exams, as well as giving them an opportunity to practise their skills and clarify any issues they have with particular parts of the exam.

If «Preferred_Forename» is unable to attend a session for any reason, please let me know in advance.

If you have any queries about this, or any other aspect of «Preferred_Forename»'s English courses, please do not hesitate to contact me.

Yours sincerely

Mr J Ryan
Head of English
j.ryan@hanhamwoods.academy