

October 2011

Dear Parent,

Year 11 Subject Teacher Meetings 2011

I am writing to invite you to the Subject Teacher Meetings for Year 11 students which will take place on Monday 12th December 2011 in the Science Department. Personal interviews with subject teachers will commence at 4.00pm. Your son is of course welcome to attend.

It is important that the reply slip is completed and returned to Reception at Victoria College by Friday 18th November 2011 in order to ensure that an appointment time can be allocated. We will then contact you to outline the specific times of your interviews.

If you have any questions please do not hesitate to contact Mr Gray by e-mail on p.gray@vcj.sch.je.

With my kindest regards

Alun D. Watkins
Head Master

.....✂

Year 11 Subject Teacher Meetings

Student name Tutor

We will / will not * be attending the Year 11 Subject Teaching Meetings on Monday 12th December 2011.

The members of staff we would like to see are as follows: **(please insert the NAME of the subject teacher * Please distinguish between Mr A. Picot (French) and Mr R. Picot (PE).**

Members of staff	(1).....	(2).....
we wish to see	(3).....	(4).....
	(5).....	(6).....
	(7).....	(8).....

Number attending Signature

***Please return to reception at Victoria College by Friday 18th November 2011.
You may fax your reply to the fax number below or e mail it to the administration team.
Fax 727448 or admin@vcj.sch.je.***