



**THE  
BURGESS HILL  
ACADEMY**

Our ref: AMH/MKR/Y7 Settling In Evening

Station Road, Burgess Hill,  
West Sussex, RH15 9EA

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Principal: Jon Francies

27 September 2018

Dear Parent/Carer

**Year 7 Settling In Evening - Thursday 18<sup>th</sup> October 2018**

We hope that your child is settling in happily to Year 7. It has been a particularly positive start to the year and your children are talking very enthusiastically about their first few weeks at the academy. We have been most impressed with the attitude, attendance and behaviour of this year's new students and we are looking forward to a very rewarding year with the students. Thank you for the support and encouragement you are giving to your child and the academy at this important stage in their lives.

I would like to invite you to our Settling in Evening on Thursday 18<sup>th</sup> October, from 6.00 to 7.00pm; an event that is important in ensuring the transition continues to be a success.

During this evening, we aim to give all parents an update on some key information and to get feedback on the transition process. Students are not required to attend.

During the session, you will be able to:

- Informally meet your child's tutor.
- See photos of Year 7's in action around the academy
- Ask staff general questions about the academy
- Tell us what has gone well in the move from primary school – and what we could have done better
- Meet parents of other children in your child's tutor group
- Enjoy some refreshments.

I would appreciate that you return the reply slip overleaf to your child's tutor **by Friday 12<sup>th</sup> October**, even if you are unable to attend to ensure that we can cater for everyone.

I hope the evening will help you to feel well informed and able to support your child as they continue their education at The Burgess Hill Academy. We look forward to welcoming you.

Yours sincerely

Ms A McGeough  
Assistant Principal

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The Burgess Hill Academy Reply Slip  
Please return to your child's tutor by Friday 12<sup>th</sup> October

AMH/MKR

**Year 7 Settling In Evening - Thursday 18<sup>th</sup> October 2018**

Name of Student: ..... Tutor Group: .....

\*I am able/ unable to attend the Year 7 Settling In evening on Thursday 18<sup>th</sup> October and require .....  
seats.

\* Please delete as appropriate

Signed: ..... Parent/Carer Date: .....