

3rd September 2019

Dear Parents

### **Remove and Lower Four - Additional Study Sessions at 3.30pm**

In order to help girls establish good working habits, support them with their studies or, simply to assist them with organisation, we offer after-school sessions from 3.30pm to 4.00pm, Monday to Thursday. These run throughout the year, **excluding the Alternative Curriculum period in June/July.**

The two options available are:

- **Drop-in** sessions are available for girls who perhaps participate in rehearsals or sports practices which may not commence until 4.00 pm, or where students have older siblings in College until 4.00 pm. Although these are supervised, no formal register will be taken and no prior notification of attendance is required. **These sessions will commence from Thursday 5th September.**
- **Private Study** periods will be **compulsory** with teaching colleagues offering support and guidance with homework and studies. A register is taken at each session and all absences will be followed up. Girls are expected to arrive promptly and stay for the full 30 minutes. **Parents are asked to advise reception by email or telephone if their daughter is not going to be present at a session she has been signed up for. These sessions will begin from Monday 16th September.**

If you wish your daughter to attend the compulsory formal Private Study sessions on any of the days offered, please complete the form using this link <http://bit.ly/31tAlEN> by Wednesday 11th September. **If your daughter will only attend the 'drop-in' sessions, you do not need to complete the form.**

If you have any questions about this additional study opportunity, please do not hesitate to contact me.

Yours sincerely

**Dr V. Mitchell**  
**Deputy Principal (Pastoral)**